

MINUTES OF BUSINESS SCHOOL MEETING

Potchefstroom Site of Delivery

14 OCTOBER 2019 – Building E3

Present

1. Prof Fulu Netswera (Chair)
2. Ms Mara Boneschans (secretarial)
3. Mr Albrecht Strydom
4. Prof Anet Smit
5. Ms Elma Senekal
6. Prof Raymond Parsons
7. Prof Christoff Botha
8. Ms Lizanné Smit
9. Ms Tsidi Khumalo
10. Mr Johan Jordaan
11. Prof Christo Bisschoff
12. Prof Stephan van der Merwe
13. Ms Anthea Gaanakgomo
14. Mr Tebogo Tebejane
15. Mr Johan van Zyl
16. Ms Christi Munro
17. Mr Johan Coetzee
18. Ms Elé Wessels
19. Prof Jan Meyer

Apologies

1. Rhonda Ferreira (Vanderbijlpark)
2. Ms Marilize Minne (Unavailable)
3. Ms Aifani Tahulela
4. Ms Retha Scholtz
5. Mr Theo Venter
6. Prof Leon Jackson
7. Prof Ronnie Lotriet (Apology)
8. Ms Antonett Visagie (Leave)
9. Mr William van der Merwe (Apology)
10. Dr Nelda Mouton (Conference Praag)

Opening and Welcome	Chairperson
Prof Fulu welcomed everyone and also welcome to Prof Jan Meyer and Elé to the last Staff meeting of the year. Elé is helping out with MBA at K14. The attendance register was signed.	
Personalia	
Congratulations to William on the birth of his grandson in the Netherlands.	
Prof Fulu – Performance Reviews	
We are finalising the Performance Reviews for the year. Prof Fulu had a meeting with Prof Sonia and a long conversation on standardisation. The Performance Reviews not only relates to Bonuses, but also to fairness among staff. There are serious differences in School and between Schools. A mark of 3.5% means the minimum expectations are attained. If you have a review of 4 and above, imbed the evidence in the excel document and forward to Prof Jan asap who will send to Mara to upload. The evidence should not be handed in separately. Tebogo can assist with imbedding. Evaluations for second semester is not available yet. Work on previous year's information. Also send the 2020 Performance Agreement form on the Word document before end of October. It is for the period November 2019 to October 2020.	
Prof Fulu – Autonomy of the School	Fulu
Prof Fulu gave feedback on the autonomy of the Business School. We did send the report to the School earlier. They are trying to define it and reach some agreement with the UMC. It will be approved in a week or two and then it will go to Council meeting on 3 November. Issues like delegation of Authority and structure of the School is on the table. Prof Robert Balfour wants feedback this week. Executive Education will come back to us again. We will need a Deputy Director to manage it. We will have to be self-sustaining and a few staff members come with it.	

Dr Mala Singh did a benchmark on salaries with other Business Schools and we wait for the outcome. Implementation thereof will be from January. Johan Jordaan wants to know what needs to change for the kick-off in January. Prof Fulu, Raymond and Sonia are busy with action plans. There are a few things which Prof Robert wants them to put together. The full cost of the model on Executive Education will not immediately kick in. A few things need some processes. Raymond suggested a few things can be discussed on the Strategic meeting on 23 October. Please send out some idea of the autonomy in the Agenda for discussion on the Strategic meeting. Prof Fulu confirmed we booked the entire day for the Strategic Meeting. Teaching and Learning is a team effort now. The ball is in our court and we must be careful to not perform. There are high expectations. We need to have good targets and objectives. Prof Fulu gave congratulations. We achieved something concrete.	
Prof Jan Meyer – Teaching and Learning	Jan
We went through a very successful exercise and uploaded all exam papers. Except for one hiccup which is sorted out now. This specific paper will be uploaded separately. All 12 students will have to write this specific paper in Mafikeng. This proves the point of why different lectures for same module on different campuses is problematic. In future module coordinators should plan ahead for papers and assignments and make sure every lecturer is on the same page. Hemis reports which is the time sheets for academics should be uploaded now. Please send percentages asap to Anthea and Mara who will upload it.	

Prof Fulu - General	
Feedback from the Faculty Board: Extraordinary Professors approved: All seven Extraordinary Appointments are approved for the term January 2020 – December 2023. Prof Raymond asked to include a list of names in the minutes of the new Extraordinary Professors: Dr Geeta Rani Duppati Prof Robert Ebo Hinson Prof Esendugue Greg Fonsah Prof Sam Fullerton Prof Benson C Basheka Prof P Msweli Prof S Steinman 6 MoU's approved: This is very important for Internationalisation. We need to have a footprint in various continents. Prof Raymond asked the list of MoU's to be included in the minutes (as mentioned now below). University in Uruguay: IEEM Business School. They also have a summer school and collaborations with foreign affairs. Russia: IIBM: situated in Saint Petersburg. Proff. Jan Meyer, Ronnie Lotriet and Ravinder Rena engaged with them. India: Symbioses International Business School. India: Sangivani Institute of Management. India: MET Institute of Management (good institutes). Unisa: Africa Institute of Supply Chain Management and Research. All these Schools are either accredited by AMBA or EQUIS. The most important thing is not just to sign a MoU, but to make sure that it is in good standing and active. Arrange Student tours and make sure our students benefit from it.	

Argentina want some collaborations with us as well. They also facilitate study tours. We will look at it and see if it is useful.

Stephan also mentioned Makerere at University of Uganda. It will be discussed.

We also have a request from Botswana for collaboration.

Prof Eon Smit accentuate the importance of a portfolio on Internationalisation. It becomes very necessary for study tours, etc. If someone is interested in such a position, it will be a full time official position.

Research Outputs:

Please check all publications, capture and send to Joseph and Tebogo asap.

PhD review:

This is more for feedback and info to the School. PhD review work is on the way. We have 3 different PhD's. It causes problems with statistics and registration numbers. We need to assist the faculty in this, otherwise we will have no PhD's.

Stephan mentioned that there is a PhD colloquium today, but only for Mafikeng students. According to the faculty person who arrange this, they only handle Mafikeng campus. We should take this opportunity to bring it back to the School and handle it ourselves.

What is the action? Tebogo in alliance with Joseph will take this up and then go forward and arrange at our School. Make sure Dave and Prof Babs know about it.

Workload:

Prof Anet asked with regard to the growth and numbers of students what happened to the decision that was taken regarding the workload of lecturers.

Prof Jan said he and Ronnie will sit this week before the Strategic session to discuss this issue.

Marketing staff member:

Prof Raymond mentioned it the strengthening of the marketing side was on the Agenda of the Advisory Board meeting. Although Johan is doing a great job, we need to

get the legal issues resolved regarding Marilize's position. Fulu will take it up with Louis Jacobs this week. Our hands were tied as we are awaiting the outcome from the legal side. They suggested we must negotiate a way out. In protection of your own process, put the meeting and conversations on record. Year-end function: Where will the year end function be this year? Prof Jan mentioned that people don't want to travel and said it count on both sides. He suggested two functions as the best option. Prof Anet suggested the function could be the evening of 23rd October, the day on which the Strategic meeting is, whilst everybody is already in Potch. Elé and Anthea volunteer to arrange the party. Albrecht and Prof Fulu will talk tomorrow about the budget in this regard. Mara will confirm with Lungile if this will suit the Mafikeng side as well.	
Johan van Zyl – Marketing	
The digital marketing campaign did very well. Three new banners were orders. The designs are done and approved by Johan Jordaan and Ronnie Lotriet. Still waiting for the design of the big banner. Project and Advanced Project Management were running from July to end of September. It was shared on several platforms like: Face Book, Instagram, Netwerk24, City Press etc. Video – viewed 54 200 times on Face Book and Instagram Static post – 148 000 views Counts for clicks – 6 800 MBA and PGDiP marketing kicked off on 1st October. Other short programmes kick off tomorrow (15 October). The total cost for these three campaigns was R338 000. According to Prof Christo, this amount would only cover about 15 advertisements in newspapers like Beeld. It is a big saving and great value. Only two or three registered	

MBA students would cover these costs! At this stage 58 MBA applications are received and is under review. Elma mentioned on PGDiP they received more than 200 contact applications already and 700 applications for distance learning.	
Christo Bisschoff - MBA	
Start thinking if you would like to invite a guest lecturer/speaker for your module during the January Study School. Jonathan Caloff will be here for January Study School and Sam Fullerton for Study School in July. Raymond suggested we start to invite these newly appointed Extraordinary Professors to the prestige days during our Study Schools.	
Stephan van der Merwe - IBC	
It went extremely well with 180 papers delivered. The Arabelle Hotel and Spa in Hermanus is a beautiful venue. We were very blessed to have a good conference. Thank you to all the reviewers and those who attend. Next year will be in Uganda from 20 to 23 September 2020 at the Speke Resort. We have plans for the 15th Conference – a big one in Germany in 2021. Prof Christo Bisschoff said it is worth mentioning that the IBC Conference is growing beyond Business Schools and also includes Business Management Departments at Universities. Stephan said a new Board was elected and it is representing quite a few Universities. Continent attendance is still slow. Africa don't really have money. Germany may sponsor the conference in 2021. Prof Fulu mentioned NRF has a special grant now at Masters and Post Doc level. Raymond thinks it is a good idea to also put it on the Agenda for the next Advisory Board meeting.	

Albrecht Strydom – Finances	
Albrecht is satisfied how the finances went. It was a good year. There is a worry for bonuses at the end of the year. We did not receive anything yet from UCE. We need our cut. Prof Fulu said we must follow up with UCE as soon as possible and tackle it with Delia and Sazi. Prof Sonia will have to determine the percentage. Stephan said he will ask Janine and Rentia for a full list of students. If all other Programme managers will do the same with their programmes. Let us put in effort to the the fees. Anet already asked for FMP information and will have it by next week. From next year we will have a better handle on it. We definitely do have to close down 2018 and 2019 before we start with next year.	
The meeting was adjourned	
Date of next meeting	
Next staff meeting will be in January 2020.	

Adoption of minutes

Secretary
Ms Mara Boneschans

Chairperson
Prof Fulu Netswera

Date

Date