

**MINUTES****Meeting of the Business School Executive Committee (EXCO) held on 1 April 2020**

---

**Present**

Prof J v Romburgh (JvR – chairperson)

Prof A Smit (AS)

Prof R Lotriet (RL)

Prof J Meyer (JM)

Prof C Botha (CB)

Dr J Jordaan (JJ)

Dr J Lekunze (JL)

Ms L Ntzipwane (LN)

**Secretariat service**

Ms M Moolman (MM)

|       | ACTIVITY                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | ACTION                        | TIME FRAME |
|-------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------|------------|
| 1.    | <b>OPENING AND WELCOME</b><br><br>The chairperson welcomed all present.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                               |            |
| 1.1   | Apologies<br><br>None                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                               |            |
| 2.    | <b>DETERMINATION OF THE AGENDA</b><br><br>Additional item added to the agenda: JvR <ul style="list-style-type: none"> <li>Agenda reference 4.2.5 – Research Plan</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                               |            |
| 3.    | <b>CONFIRMATION OF MINUTES: 30 MARCH 2020</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                               |            |
| 3.1   | <b>Matters arising from previous minutes</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                               |            |
| 3.1.1 | Assessment Plan <ul style="list-style-type: none"> <li>The meeting agree that we need to do an assessment plan and a tuition plan as part of the T&amp;L plan.</li> <li>The committee concurred that JM circulate document to school through RL &amp; JJ to various lecturers to get their inputs &amp; for JM to collate.</li> <li>The meeting agrees that the final product be circulated amongst EXCO members to be approved via Round Robin.</li> <li>Colleagues are requested to submit to JM by Friday to collate and re-circulate over the weekend for comments &amp; onwards submission to Prof Herman vd Merwe on Monday.</li> </ul> | JM/RL/JJ<br><br>JM<br><br>ALL | 6 April    |
| 3.1.2 | Communication to students                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                               | 7 April    |

|            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |          |         |
|------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|---------|
|            | <ul style="list-style-type: none"> <li>The meeting agree that the T&amp;L plan (Assessment &amp; Tuition Plans) must first be finalised before we communicate to our students.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                 | ALL      |         |
| 3.1.3      | <p>Coaching: John Skinner (JS)</p> <p>The following aspects were noted:</p> <ul style="list-style-type: none"> <li>A video of JS was shared on the BS WhatsApp group as a starting point on how he is going to assist our 1<sup>st</sup> year MBA students.</li> <li>It was suggested that we communicate this message via eFundi &amp; per sms to our students to get their interest and to allocate selected students to JS to start with his process.</li> </ul> <p>The meeting agree that JvR &amp; RL will have a discussion on how they want to approach this matter and get back to EXCO for a final decision.</p> | JvR / RL | 7 April |
| <b>4.</b>  | <b>STANDING MATTERS</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |          |         |
| <b>4.1</b> | <b>Teaching &amp; Learning</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |          |         |
| 4.1.1      | <p>DALRO</p> <p>The following aspects were noted:</p> <ul style="list-style-type: none"> <li>Some concessions were made in terms of material by DALRO.</li> <li>DALRO allows us a bit of grace regarding the amount of data we could use previously and we can exceed that quantum for the time (Covid-19) been.</li> </ul> <p>The meeting agree that JM will circulate it to all staff.</p>                                                                                                                                                                                                                              | JM       | 1 April |
| 4.1.2      | MBA                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |          |         |
| 4.1.2.1    | Student Request                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |          |         |

|            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |     |         |
|------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|---------|
|            | <p>OA Tsele</p> <ul style="list-style-type: none"> <li>The meeting recommends that the supervisor must provide feedback on the progression of the student and give recommendations on his progress and ability to complete in the set time frames.</li> <li>If supported by supervisor EXCO will approve.</li> </ul> <p>PJ du Plooy</p> <ul style="list-style-type: none"> <li>The meeting approved PJ du Plooy request.</li> </ul>                                                                                                                                                                                                                                                                                  | LN  | 7 April |
| 4.1.3      | PGDip                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |     |         |
| 4.1.3.1    | <p>Motivation for changes to PGDip yearbook</p> <p>The following aspects were noted:</p> <p>JJ indicated to the meeting that the changes that are made now for the PGDip during this time to be permanent. Some of these changes includes the following:</p> <ul style="list-style-type: none"> <li>That PoE must be a permanent option.</li> <li>To make some changes to the elective structure to enable students to have an option to choose from any elective module.</li> <li>To lift the requirements for undergrad students to enter, because they are not on path.</li> </ul> <p>The meeting agrees that there must be proper discussions and consensus before EXCO can approve. The matter stands over.</p> | ALL | 7 April |
| <b>4.2</b> | <b>Research and Innovation</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |     |         |
| 4.2.1      | <p>Deregistration: SD Phetoane</p> <p>The meeting agree that we cannot allow deregistration as result of our inability to allocate study leaders or performing as a study leader. The meeting recommends that JL must have a follow up with Prof Wedzerai Musvoto who is the supervisor of SD Phetoane regarding the issues he raised and revert back to the meeting.</p>                                                                                                                                                                                                                                                                                                                                            | JL  | 7 April |

|            |                                                                                                                                                                                                         |     |         |
|------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|---------|
| 4.2.2      | Re-admission: MM Moleele<br><br>MM Moleele request to finalise Research Project for Masters was not approved by the meeting.                                                                            | JL  |         |
| 4.2.3      | Re-admission: P Sechele-Mosimanegape<br><br>The meeting approves P Sechele-Mosimanegape who is one of our PhD students request to register after a year break due to work commitments.                  | JL  |         |
| 4.2.4      | Complaint letter: PA Motaung<br><br>The meeting approved to wave the tuition fees for 2020 on condition that student must submit before Nov 2020.                                                       | JL  |         |
| 4.2.5      | Research Plan<br><br>CB indicated that the Research Plan was send to EXCO. The meeting agree that all must give individual feedback to CB and if consensus is reached EXCO can approve via Round Robin. | ALL | 6 April |
| <b>4.3</b> | <b>Executive Education</b>                                                                                                                                                                              |     |         |
| 4.3.1      | Approved: SLP Leading Change<br><br>The meeting approved SLP Leading Change via round robin on 27 March 2020. This is only for notification.                                                            |     |         |
| <b>5.</b>  | <b>NEW MATTERS</b>                                                                                                                                                                                      |     |         |
| <b>6.</b>  | <b>CLOSURE</b><br><br>The chairperson thanked all present and closed the meeting at 11:55. Date of next meeting 7 April 2020.                                                                           |     |         |

