

MINUTES

Meeting of the Business School Executive Committee (EXCO) held on 15 July 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 Ntsizwane (LN)

Mr M van den Bergh (MvdB)

Appologies

None

Secretariat service

Ms M Moolman (MM)

	ACTIVITY	ACTION	TIME FRAME
1.	OPENING AND WELCOME The chairperson welcomed all present and RL open with prayer.		
1.1	Apologies None		
1.2	Personalia The committee congratulates LN on her birthday of 14 June 2020.	All	
2.	DETERMINATION OF THE AGENDA Item 4.2.4.1 Nnana Ntshodisane final mark was removed from agenda.	JJ	
3.	CONFIRMATION OF MINUTES: 1 July 2020 JM proposed the acceptance of the minutes and RL seconded the minutes for the meeting held 8 July 2020.	JM/RL	
3.1	Matters arising from previous minutes		
3.1.1	Nkosinathi Tom - RL The request for module exemption was disapproved. The student studied the HR module 5 years ago.	LN	
3.1.2	The case of Thabo Seale – CB The following aspect is noted:		

	BS will have Ethics clearance by Friday after JM make the changes required.	JL	
3.1.3	BS Conference Guidelines: RR Report - JvR Prior approval is needed for overseas travel. The committee did not approve the daily allowance of RR.	JvR	
4.	STANDING MATTERS		
4.1	Feedback from previous meetings – JvR JM reported back on the T&L meeting regarding the feedback of 1st semester. Other faculties experiences are very similar to what BS experience except their biggest challenges are MIA students of which the BS had only 8 which has been accommodated. JvR reported back on the Research meeting of Prof Babs concerning the Research process and the link with the Ethics Committee. The committee decided to look into the functioning of the Scientific Committee's and discuss feedback from Dalene Voster of the Ethics Committee. It was also decided to dedicate approximately 10 min prior to each meeting on the previous applicants results with the Ethic Committee. The feedback will act as "Lessons Learnt" for our students' applications with the Ethical Committee. The BS will also investigate the possibility that certain medium risk research be dealt with in FEMS with the necessary gatekeepers appointed.	JM JvR / CB	
4.2	Teaching & Learning		
4.2.1	MEMO 18 – JM The committee take note of the request to participate in the survey to the greatest possible extent.		

	The following aspects were noted: • The planned activities proposed in the BSITLP includes the preparation of the second semester alone the same lines as the first semester. • This implies on-line lecturing and continuous assessment. • As matter stand at this time NO activities in the form of limited contact is foreseen for the September period. • The BS had postponed the 2nd Opportunity exams to November 2020 to facilitate a POSSIBLE limited return of selected students for some tuition. • This might however not realize.	JM	
4.2.3	MBA		
4.2.3.1	Covid - RL The committee agree to send out a generic message on Facebook that shows empathy for Covid19 and possible infections to staff and students.	RL / MM	
4.2.3.2	Exam commission – RL The following aspects were noted: • The MBA zoom examination commission successfully completed the semester and it was historically in the sense that all 3 sites were actioned in one group.	RL	
4.2.3.3	MBA gifts - RL The following aspects were noted: • The 1st & 2nd year branded goodies will in due course be send to the different sites.	RR	
4.2.3.4	Letter of appeal Oriakhi Samuel – LN Student request denied as no new information is provided on why he should be allowed to register. The student was academically excluded due to poor academic performance.	LN	
4.2.3.5	Student plea to register Dwane KF – LN		

	Student request to be allowed to register disapproved due to lack of new supporting evidence. The student failed the HR module twice.	LN	
4.2.4	PGDip		
4.3	Research and Innovation		
4.3	Ethics		
5.	Autonomy		
6.	Strategic International Partners		
7.	Executive Education		
7.1	SBAB Weekly Debtor Control - MvdB The SBAB outstanding debtors have decreased with another 6.01% (R121 370) from the previous week. The outstanding amount is now R2 019 141.	MvdB	
7.2	To take note: New SCAS applications circulated for approval – MvdB The committee approved the following SCAS applications: • Short course in Crisis Management • Short course in doing Business Internationally with opportunities and networks with BRICS countries • Cash Flow Management and Sustained Performance Management • Short Learning Programme on the Economy and Business Post-Covid-10	MvdB	
7.3	Update on SBAB's eFundi eLearning Programme on Small Business Consultancy – MvdB The following aspects were noted: • SBAB's eFundi eLearning Programme on Small Business Consultancy is currently being setup on eFundi. • It has to be lecturer-paced as eFundi is not setup to deal with self-paced learning.	MvdB	
8.	Quality		
9.	People and Culture		

9.1	JL Functional Allowance claim for supervision - JvR The following aspects were noted: • The work allocation module needs to be refine. • Possible selective involvement in the academic side is reality. • Full work allocation that is remunerated is out of the question. The committee approve JL functional allowance and the way forward needs to be manage.	JvR	
10.	Corporate Marketing The following aspect was noted: • BS new corporate identity has been approved. The chair congratulates and thank CB and team on this achievement.	JvR	
11.	School Board Meeting		
12.	NEW MATTERS		
13.	CLOSURE The chairperson thanked all present and closed the meeting at 21:45. Date of next meeting 29 July @ 16:00.		