MINUTES

Meeting of the Business School Executive Committee (EXCO) held on 29 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 N Mouton (NM)

Dr J Lekunze (JL)

Ms L Ntsizwane (LN)

Mr M van den Bergh (MvdB)

Appologies

Refer to item 1.1

Secretariat service

Ms M Moolman (MM)

	ACTIVITY	ACTION	TIME FRAME
1.	**OPENING AND WELCOME** The chairperson welcomed all present and JM open with prayer.		
1.1	Apologies JJ is currently on leave and NM is standing in for PGDip matters on his behalf.		
1.2	Personalia • The committee take note that several of our students contracted the virus and we hope that all will recover.	All	
2.	**DETERMINATION OF THE AGENDA** The agenda was approved with the addition of the following item: Item 4.2.3.4 Corporate gifts - RL	RL	
3.	**CONFIRMATION OF MINUTES: 15 July 2020** JM proposed the acceptance of the minutes and RL seconded the minutes for the meeting held 15 July 2020.	JM/RL	
4.	**STANDING MATTERS**		
4.1	**Feedback from previous meetings – JvR**		
4.1.1	Teaching and Learning Committee 16 July 2020 – JM The following aspects were noted: • Concerns were express regarding DALRO. • ITSI application was approved.		

	• Exam commission results need to be finalised and be submitted at FEMS EXCO and T&L meetings. • All 2nd Semester classes will be conducted in the on-line mode with 2nd Opportunity assessments from the first semester to be conducted in November with second semester 2nd opportunity assessments. • The NWU winter school and issues regarding that was discussed as Faculties had similar issues/experiences as was recorded at the BS. • Discussion on book budget that is not used followed and BS should action this.		
4.1.2	FEMS EXCO 20 July 2020 – JvR The following aspects were noted: • Once BS is in full autonomist mode if will not be necessary for the BS to be involved in the operational matters of the Faculty. • BS need to engage with Faculty on Research and T&L level. • BS will reconsider on how we fit in into a EXCO and Faculty management committee of the Faculty itself. • BS will refine the process in due course. The following SLP's were approved: • 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-19.		
4.1.3	Faculty Management Committee 22 July 2020 – JvR The following aspect was noted: • NAFCOC MOU need some cosmetic changes.	JvR	
4.2	Teaching & Learning		
4.2.1	Lecturers for phasing out modules 2nd semester 2020 - JM		

	The following aspects were noted: • We still have old modules on PGDip with only two students that needs to be serviced. The meeting request that NM will address the issue and it is decided that we first make use of available resources before appointing any external. The meeting decided that programme meetings led by the Programme Leaders will take place once a month.	 NM JJ/RL	
4.2.3	**MBA**		
4.2.3.1	ASPEN - RL The following aspects were noted: • The process was transparent yet confidential. • No correspondence from students regarding the allocated bursaries are to be allowed. The ASPEN 2020 allocated bursaries were being approved. Successful candidates are to be notified in the coming days.	 RL	
4.2.3.2	eFundi "dummy site"- RL The meeting decided that no eFundi "dummy profiles" are to be allowed.	 RL	
4.2.3.3	Study School feedback - RL The following aspects were noted: • The BS study school was especially interesting due to the Zoom enabled group presentations, which were well conducted and very successful, and a definite alternative to full contact high cost scenarios. The meeting decided that special presenters at the Study Schools will in future first be tabled and approved by EXCO.	 All	

4.2.3.4	Corporate gifts - RL The meeting approved the corporate gifts for Phase 1 & 2 students.	 RL	
4.2.4	**PGDip**		
4.2.4.1	For noting: PGDip Administrative meeting 27 & 28 July 2020 – NM The following aspects were noted: • Admin staff met to discuss administration of 2nd semester PGDip activities. • Each PGDip module was allocated administrative personnel to assist with its administration.	 LN	
4.2.4.2	PGDip 2nd Semester facilitators – NM The following aspect was noted: • A list of facilitators for 2nd semester was circulated.	 LN	
4.2.4.3	Workload distribution of PGDip across campuses and across modes of delivery – NM The following aspect was noted: • A workload document across campuses and across modes of delivery were circulated.	 LN	
4.2.4.4	Timeframes – NM The following aspect was noted: • Timeframes were circulated for 2nd semester.	 LN	
4.3	**Research and Innovation**		
4.3.1	Internal Academic Supervisory workload – JL The following aspect was noted: • The meeting takes note of supervisory and promotion workload of internal academics.	 JL	

4.3.2	PhD request for extension of study period: Kamuinjo AV – JL The meeting approved Kamuinjo AV request for extension of study.	 JL	
4.3.3	For noting: MBA & PhD waiver of fees (students submitted in 2019) – JL The following students' fees were waived as a result of delays in the external examination processes. • Chikove M • Lefafa LC • Masengu R • Moloi KV • Mulwevho E • Nzonzo JC • Rassool MJ • Moche RM • Bett SC	 JL	
4.3.4	PhD request for extension of study period: Scholtz JMMM – JL The meeting approved Scholtz JMMM request for extension of study on condition that student must finish in 2020.	 JL	
4.3	**Ethics** The following aspects were noted: • Dalene Vorster supplied the BS with statistics on the Ethic applications. • CB indicate that there were discussions at the PhD colloquium to change the 2^{nd} colloquium to Research Methodology colloquium and all application documents for PhD to be dealt with there for Ethics committee. • The current two Scientific committees are overflowing with MBA numbers and need to be expanded or quantum in meetings increased.	 CB	

5.	**Autonomy**		
5.1	Advisory Board TOR – JvR EXCO approved the NWU Business School Advisory Board TOR. The following aspects were noted: • The advertisement for Chief Director has been upgraded to level position 4. • Current applications will be considered till 7 August 2020. • Needs to make sure that all appointments in BS are termed correctly in terms of the new structure. • Programme Leaders need to be appointed formally according to new structure.	 JvR	
6.	**Strategic International Partners**		
7.	**Executive Education**		
7.1	SBAB Weekly Debtor Control - MvdB The SBAB outstanding debtors have decreased with another 11.55% from the previous week. The outstanding amount is now R1,810,031.	 MvdB	
8.	**Quality**		
8.1	Strategic Session 7 Aug 2020 – AS The following aspects were noted: • Our strategic planning will be a combination of virtual & face-to-face. • Different working groups need to remember to bring their working documents with strategic plans as well as a short power point presentation.	 AS	
9.	**People and Culture**		
9.1	Outstanding Mid-year reviews - JvR The following aspects were noted: • The mid-year reviews are completed and will be uploaded.	 JvR	

	• Explanatory notes are important and documents on reports and reviews may thus be uploaded without signatures.		
10.	**BS Finances**		
10.1	BS Accounts in red – AS The following aspects were noted: • Tume Molete is busy with a clean-up process with accounts that date back for many years. • Accounts are accumulating R18mil in the red. • Profits from Faculty still needs to be carried over. • The estimation is +/- R12mil that BS will be in the red after clean-up • BS need to renegotiate with Antoinette Vosloo a "Business rescue" to start 2021 with new figures.	JvR	
11.	**Corporate Marketing**		
11.1	NWU BS Marketing Roll-out plan – JvR The following aspects were noted: • No conflict on the IP of our new logo were found and we can proceed to register it. • Radio campaign, billboards and social media is the main aspects we are running with.	JvR	
12.	**School Board Meeting** The meeting note that we will have a BS get together 30 July @ 10:00.	All	
13.	**HIRA Covid19**		
14.	**NEW MATTERS**		
15.	**CLOSURE** The chairperson thanked all present and closed the meeting at 17:45. Date of next meeting 6 August @ 09:00.		