MINUTES

Meeting of the Business School Executive Committee (EXCO) held on 4 Nov 2020

Present

Prof J van Romburgh (JvR – chairperson)

Prof J Meyer (JM)

Prof A Smit (AS)

Prof C Botha (CB)

Prof R Lotriet (RL)

Dr N Mouton (NM)

Dr J Lekunze (JL)

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.		
1.1	Apologies LN is on study leave until 8 Nov 2020. JJ attend Chamber of Commerce Business Breakfast on behalf of JvR.	LN / JJ	
1.2	Personalia CB mom is not well and he and his family is in our thoughts and prayers.	All	
2.	**DETERMINATION OF THE AGENDA** The agenda was approved with the addition of the following item: Item 7.8 Retail management – RL Item 7.9 Kuipers Group – RL Item 9.1 Performance Assessment - JvR		
3.	**CONFIRMATION OF MINUTES: 20 October 2020** Minutes for the meeting held 20 October 2020: JM proposed the acceptance of the minutes and NM seconded.	JM / NM	
3.1	**Matters arising from previous minutes**		
3.1.1	BS T&L TOR - JM The following aspects are noted:		

	• T&L TOR needs to be revisited and the Executive Education component is to be incorporated. • Within the autonomy the School now reports to both Prof Balfour and FEMS T&L. • This implies we need to revisit the way we approve Executive Education programmes. • Also up for consideration is the delivery planning which happens at the next T&L meeting.	JM	12 Nov
4.	**STANDING MATTERS**		
4.1	**Feedback from previous meetings – JM** The following aspects were noted: • NM reported that BS can put their logo on faculty templates as long as NWU logo is on it as well. • Updated Quality manual for Faculty was discussed and it is noted that it is work in progress. • NM will provide EXCO members with all the links. • From a curtesy perspective BS need to go through the ranks of Faculty regarding MOUs & agreements.	NM	
4.2	**Teaching & Learning** The following aspects are noted: • JM & NM will attend an Assessment Workshop for the whole day. • JM will be on panel for ITEA awards evaluation for the whole week of 16-20 Nov • MS Teams was accepted as NWU business communication platform but NWU will still support Zoom.		16-20 Nov
4.2.3	**MBA**		
4.2.3.1	Change to lecturer allocation for MBA - JJ This items stands overt to the next meeting.	JJ	
4.2.4	**PGDip**		
4.2.4.1	Payment for external lecturers – NM		

	The meeting approves the fee structure for PGDip external lecturers.		
4.2.4.2	PGDip timetable for 2021 – NM The meeting approves the timetable for 2021 keeping in mind that there might be changes/adjustments due to COVID or recommendations made by NWU.		
4.3	**Research and Innovation**		
4.3.1	Extraordinary Professor Dr Hamid Kazeroony - JL The meeting approves Dr Hamid Kazeroony as an Extraordinary Professor and now needs to serve at Faculty.	MM	
4.3.2	Prof CA Bisschoff Proposal for consideration & approval The meeting support and approved Prof CA Bisschoff proposal.	MM	
4.3.3	Servicing of MBA & PHD students by academics - JL The following aspects were agreed on: • That academics let the research office know of a day in the week that they will be available to service their students. • However, this arrangement is flexible in that if academics can do one on one arrangement and the research office receives no complaints from clients, then the office will not worry about the chosen date. • If complaints are received from students under a particular study leader concerning non-availability to service students, then the research office has to enforce this principle		
4.3.4	Proposal: Dr Musvoto / study leader for PHD in Accountancy – JvR The meeting agreed that CB will engage with Prof Danie Schutte and Dr Musvoto before he will make the final call.	CB	

4.4	**Ethics**		
5.	**Autonomy**		
5.1	Nomination & appointment of independent Advisory Board Members – JvR Independent members of the existing Advisory Board were approved to be re-appointed as the members of the AB for a term of three years. • Prof Raymond Parsons • Mr Stavros Nicolaou • Mr Mzolisi Diliza • Mr Christo Botes • Mr Len Hansen • Mr Nico Vermeulen • Mr Dewald Olivier • Ms Charlotte Mokoena		
6.	**Strategic International Partners**		
7.	**Executive Education**		
7.1	SBAB Debtors Control - MvdB The following aspects were noted: • SBAB outstanding debtors have decreased, with 17.53% (R 236 280 decreases) from the previous week. • The outstanding amount is now R1 347 752. • Another credit note of R251k is in the process of approval, which will decrease the figure even more. • The Botswana account will then be 100% on par after which collection will be intensified.		
7.2	Finance SOF3 – MvdB The following aspects were noted: • Revenue has increased with 3.48% from R 28 498 to R 29 524 978. • Expenses have increased with 7.01% from R 21 082 029 to R 22 672 279. • Overall debtors have decreased with 12% from R 4 587 433 to R 4 106 099.		

	• The “correction” to the erroneous contribution to SOF1 does not reflect as the month-end results are still awaited.		
7.3	COENG (Consulting & Construction engineers) Questioning - MvdB The following aspect was noted: • Hans Labuschagne has indicated that the managers at Anglo-American Platinum are interested in the customization programme presented. Negotiations continue.		
7.4	Pupekewitz Namibia Automotive company / Cold Lead - MvdB The following aspect was noted: • The Pupekewitz lead wend cold after several calls and emails.		
7.5	Appointment of AMP115 Module Leader / Mr Ian Short / Approval sought – MvdB The following aspects were noted: • Mr Ian Short has been nominated by the previous programme manager as a possible substitute lecturer for AMP115. • However, the process of appointing staff as per the recently drafted policy needs to be followed. • NWK has indicated an enrolment for 2021 AMP.		
7.6	Appointment of AMP Program Leader / Approval of “Sourcing Course Leaders / Draft in principle (Living document) – MvdB The process, as per policy, will be followed to appoint a Programme Manager for AMP.	MvdB	
7.7	Marketing opportunity / Students disapproved for formal qualifications – MvdB The following aspects were noted:		

	• The notion was presented to market SLPs to students who have been disapproved for formal qualifications but was not approved as individuals are to be accommodated separately from the formal events of "working" participants with NQF5 SLPs in mind.		
7.8	Retail management – RL The meeting support RL to go ahead with negotiations regarding a Retail Management Course after numerous enquiries was received.	RL	
7.9	Kuipers Group – RL The following aspects were noted: • The Kuipers Group has accepted the recommendation of including a financial module. • The SCAS process currently cannot continue since the SCAS-application form needs to be completed by an academic concerning module outcomes and assessment criteria. • RL will request the designated module owners to complete the respective sections as to have the SCAS-process to proceed.		
8.	**Quality**		
9.	**People and Culture**		
9.1	Performance assessment – JvR The meeting agreed for staff to complete their Performance Assessments before 13 Nov and to send it through to their direct line managers to evaluate and to ensure we submit before the deadline of 22 Nov 2020.		22 Nov
10.	**BS Finances**		
11.	**Corporate Marketing** The Public Relation Officer advertisement has now been placed on PNET (NWU INTERN) and closing date for applications are 8 Nov 2020.		8 Nov
12.	**School Board Meeting**		

13.	**HIRA Covid19**		
14.	**ALUMNI**		
15.	**NEW MATTERS**		
16.	**CLOSURE** The chairperson thanked all present and closed the meeting at 10:10. Date of next meeting 11 Nov @ 09:00.		