

MINUTES

Meeting of the Business School Executive Committee (EXCO) held on 11 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 J Jordaan (JJ)

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 JJ open with prayer.		
1.1	Apologies None	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 4.2.3 Staff discussion – NM Item 4.2.3 Extraordinary / POP Professor - JL		
3.	CONFIRMATION OF MINUTES: 20 October 2020 Minutes for the meeting held 11 Nov 2020: NM proposed the acceptance of the minutes and JJ seconded.	NM / JJ	
3.1	Matters arising from previous minutes		
3.1.1	Change to lecturer allocation for MBA - JJ The following aspects are noted: - Only two external lecturers and the rest are internal. - Amount still to be determined for external lecturers.		

	Lecturer allocation for 2021 was provisionally approved.		
3.1.2	Proposal: Dr Musvoto / study leader for PHD in Accountancy – CB The following aspects were noted: • Supervisory capacity is under real pressure with the BS. • It is expected of all academic personnel to guide and supervise in the BS due to our high demand for M&D studies. Prof Danie Schutte and Prof Wedzerai Musvoto will continue with their PhD candidate, but towards a PhD in Business Administration.		
3.1.3	Kuipers Group / SCAS – RL This item was discussed under 7.2.		
4.	STANDING MATTERS		
4.1	Feedback from previous meetings – JM The following aspects were noted: • An audit of classrooms compliant to COVID requirements was done. • The effect will be rather confining should partial return to contact be authorized. • Based on this it is now imperative we prioritise which modules in the programs might require classrooms. • We may still continue with our on-line facilitation, but once the status returns to semi-normal we will need to comply with our 25% contact time. • Should examination be required for this semester, a proctoring service is available to ensure examination integrity. • Prof Herman van der Merwe may be approached on this account. • Finally, an excursion protocol has been developed should there be a requirement to take students on excursions. • NWU/UMC agreement discussions still taking place. • BRICS SLP was approved by Faculty, but name change requested.		

4.2	Teaching & Learning		
4.2.1	Relocation MC BS Library – JM The meeting support and approved to integrate & close down.		
4.2.2	Leopard Park Offices / storage – JM The following aspects were noted: • All furniture was taken over by FEMS. • Offices of staff at renovated site (MC) are fully furnished and equipped with state of the art technology.		
4.2.3	Staff discussion – NM The following aspect was noted: • Staff will be moving into new building soon.		
4.2.3	MBA		
4.2.3.1	MBA student request Muteba NK - LN The meeting support and approved Muteba NK student request.	LN	
4.2.3.2	MBA price giving – JJ The following aspects were noted: • The meeting suggest that we do a virtual get-together to congratulate everyone and a formal f2f function next year.		
4.2.3.3	MBA year plan – JJ The following aspects were noted: • MBA program for 2021 has been set up and will be distributed with a welcome letter to all successful candidates.		

	• It is envisaged that the study schools will continue at the scheduled times within the same protocol as in the past and should be (limited) face-to-face, with an online option. • The study school evening sessions will be held during the semester because the online environment (synchronous and asynchronous delivery) allows quest speakers and workshops to take place outside study school periods. • Classes will only be held on Saturdays and will simultaneously be face-to face and online broadcast. • No block-release on Monday classes will be held and all lessons will be available online for asynchronous viewing. • Critical is that the facilities must be able to handle this type of offerings (issues might be at MC and VC). • Host sites will rotate between the sites of delivery, provided a venue can be found at each site that has the requisite audio-visual facilities for hosting a simul-mode session.		
4.2.4	PGDip		
4.2.4.1	PGDip Language - NM The meeting decided that JvR, JM, NM, AS, Johan Blaauw and Prof Robert Balfour should get together to finalise the language medium for PGDip full time.	NM	
4.3	Research and Innovation		
4.3.1	Appointment of co-promoters - JL The allocation of co-promoters to all external promoted PhD students and the modalities still need to be finalised by JvR, CB & JL.	JvR / CB / JL	
4.3.2	Extraordinary / POP Professor - JL The following aspect was noted: • A special R&I meeting will take place 30 Nov to approve or decline our appointments for extraordinary professors and professors of practice.	JL	
4.4	Ethics		

5.	Autonomy		
5.1	Attendance fee remuneration for non NWU AB members - JvR In principle the remuneration for external Advisory Board members were approved and the amount still needs to be set by JvR.	JvR	
6.	Strategic International Partners		
7.	Executive Education		
7.1	SBAB Debtors Control - MvdB The following aspects were noted: • SBAB outstanding debtors have decreased, with 20.52% (R 269 650 decreases) from the previous week. • The outstanding amount is now R1 314 382. • The Botswana account will now be issued with an updated statement for urgent payment.		
7.2	Finance SOF3 – MvdB The following aspects were noted: • Revenue has increased with 3.15% from R 29 524 978 to R 30 484.334. • Expenses have decreased by 16.52% R22 672 279 to R 19458 469. • Overall debtors have decreased with 19% from R 4 106 099 to R 5 070 922. • The contribution to SOF1 has been rectified and was reduced from R 8 716 959 to R 4 950 349 (76%).		
7.3	COENG (Consulting & Construction engineers) - MvdB The following aspect was noted: • Louis Labuschagne requested the legalities to continue. His request to pay off the conversion fee of R8 000 per module has been denied by EXCO.		
7.4	Appointment of AMP115 Module Leader / no applications received - MvdB		

	The following aspect was noted: - No one has applied for the AMP115 module. - Thus the next phase should be applied, however, it seems that not all within the BS had access to GW, thus one candidate should be allowed the first right of refusal.		
7.5	Sourcing of AMP Course Leader / one application received - MvdB The following aspect was noted: Only Prof Christo Bisschoff has applied for the position. EXCO unanimously agreed to the appointment.		
7.6	Kuipers Group progress / new modules outcomes and assessment criteria to be completed on SCAS form - MvdB The following aspects are noted: - RL has allocated the modules for the Kuipers Group to the respective module leaders. - Awaiting their feedback.	RL	
7.7	Russia / price matter - JM In principal the meeting approved to start with 15% and allows growth subject to legal approval.		
7.8	NAFCOC - RL The following aspect was noted: RL & Oarabile Manyapelo had a site meeting with NAFCOC and RL will provide a short report to EXCO in six months.	RL	
8.	Quality		
8.1	AMBA – AS		

	The BS urgently needs to work on an Information Management System where all the necessary data is kept up to date.	JM / JJ / NM	
9.	People and Culture		
9.1	Performance assessment discussions - JvR The following aspect was noted: The rating scores were given through to faculty on 9 Nov 2020. The meeting agreed that performance agreements for 2021 will take place in January 2021.	All	
9.2	NWU BS closing date for Dec – JvR The NWU will close on 24 Nov and reopen on 4 Jan 2021.		
10.	BS Finances		
11.	Corporate Marketing		
11.1	PR position – JvR The Public Relations Officer advertisement received six applications and the interviews are scheduled for 19 Nov 2020.	MM	
12.	School Board Meeting		
13.	HIRA Covid19		
14.	ALUMNI		
15.	NEW MATTERS		
16.	CLOSURE The chairperson thanked all present and closed the meeting at 11:10. Date of next meeting 18 Nov @ 09:00.		