**MINUTES**

**Meeting of the Business School Executive Committee (EXCO) held on 18 Nov 2020**

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**Present**

Prof J Meyer (JM / co-chair)

Prof A Smit (AS)

Prof C Botha (CB)

Prof R Lotriet (RL)

Dr J Jordaan (JJ)

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**<br><br>JM welcomed all present and CB open with scripture and prayer. | | |
| 1.1 | Apologies<br><br>JvR had another commitment which could not be moved and NM is on leave till 20 Nov 2020. | | |
| 1.2 | Personalia<br><br>The meeting congratulates RL for his birthday that was 14 Nov 2020. CB mom is still not well and she was also diagnosing with Covid-19. CB and his family is in our thoughts and prayers. | All | |
| **2.** | **DETERMINATION OF THE AGENDA**<br><br>The agenda was confirmed with addition of the following items:<br><br>4.2.3.3 Student request Barnard – LN<br>4.2.3.4 Student request Modise – LN<br>4.2.1 Exam commission - LN<br>4.2.4.1 PGDip Research module exemption – LN<br>4.3.4 Feedback from HD – JL | | |
| **3.** | **CONFIRMATION OF MINUTES: 11 Nov 2020**<br><br>Minutes for the meeting held 11 Nov 2020 were approved subject to editorial corrections.<br><br>Item 3.1.1<br>Item 7.7<br><br>Proposed: RL | RL / AS | |

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| | Seconder: AS | | |
| **3.1** | **Matters arising from previous minutes** | | |
| 3.1.1 | BS Language plan - AS<br><br>The following aspects were raised as a concern and the following: proposed<br>• Urgently formalise our proposal internally and then reverts to (meeting with) Prof Robert Balfour and Johan Blaauw regarding the language plan of the BS.<br>• Where exactly does our autonomy fit in with regards to administrative issues and secondly the university in general?<br><br>AS must have the final data/information before Friday for 1st semester 2021 on the language policy. If the yearbook contains any reference to the BS language policy this will apply for 2021, if not the natural default is the NWU language policy that will be applicable. | AS | |
| 3.1.2 | Appointment of co-promotors - JL<br><br>For discussion under 4.3.3. | | |
| 3.1.3 | NWU AB attendance fee - JvR<br><br>The meeting accepts the proposed fee of R4 500 for external members of the AB. | | |
| 3.1.4 | Appointment of AMP115 Module Leader – MvdB<br><br>Oarabile Manyaapelo has indicated that he is on board. | | |
| 3.1.5 | Kuipers Group SCAS form – RL<br><br>The Kuipers Group executive training is being prepared for SCAS approval. | | |
| **4.** | **STANDING MATTERS** | | |
| **4.1** | **Feedback from previous meetings – JM** | | |

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| **4.2** | **Teaching & Learning** | | |
| 4.2.1 | Exam commission - LN<br><br>Exam commission will continue as scheduled but we will be using mark sheets not student internal records. The results will be finalised after the exam commission. | LN | |
| **4.2.3** | **MBA** | | |
| 4.2.3.1 | Performance management - JJ<br><br>Non-performance emanating from student and other feedback will be discussed with individual lecturers as part of performance management and quality assurance. | JJ | |
| 4.2.3.2 | Consulting business leg - JJ<br><br>The meeting support that a feasibility study be undertaken to establish a formal consulting leg (alternatively transform the SBAB to a consulting leg that operates beyond small businesses). | JJ | |
| 4.2.3.3 | Student request Barnard - LN<br><br>Request granted on condition that he provides proof of ill-health. | LN | |
| 4.2.3.4 | Student request Modise – JJ<br><br>The request is noted but the following aspects are to be observed:<br>• BS cannot make decisions on finance issues.<br>• Student advised to send request to be exempted from paying 2021 fees to the finance office.<br>• The final decision lies with the finance office. | LN | |
| **4.2.4** | **PGDip** | | |
| 4.2.4.1 | PGDip research module exemption – LN | | |

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| | The research module is treated like any other module in PGDip. Approval of disapproval must be based on strong reason with substantial evidence to support the decision. | | |
| **4.3** | **Research and Innovation** | | |
| 4.3.1 | Student request Phakedi TV - JL<br><br>The request for an extension of study from Phakedi TV was declined. | JL | |
| 4.3.2 | Mini-Dissertation Tsotetsi Aaron - LN<br><br>The meeting is escalating the matter to the Registrar's office for a final decision. It is also noted that the student is not currently register. | LN / JM | |
| 4.3.3 | External PhD supervisors – JL<br><br>The following aspect was noted:<br>• The list was finalised and the research administrators will contact the student, external promoter and the newly appointed internal co-promoter.<br><br>The meeting approved each internal academic to be appointed as a co-promoter for at least a PhD student with externally promotors only. | | |
| 4.3.4 | Feedback from HD – JL<br><br>The following aspects were noted:<br>• Outcomes of Higher Degree was send to all academics.<br>• Examiners & titles are approved.<br>• Academics to complete the tile registration with students. | | |
| **4.4** | **Ethics** | | |
| **5.** | **Autonomy** | | |
| 5.1 | NWU AB new chair and deputy chair – JvR | | |

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| | The meeting wish to congratulate Prof Raymond Parsons who was elected as Chairman and Ms Charlotte Mokoena who was elected as Deputy Chair for the Advisory Board. | | |
| **6.** | **Strategic International Partners** | | |
| **7.** | **Executive Education** | | |
| 7.1 | SBAB Debtors Control - MvdB<br><br>The following aspects were noted:<br>• SBAB outstanding debtors have decreased, with 35.51% (R 178 779 decreases) from the previous week.<br>• The outstanding amount is now R1 168 973.<br>• The Botswana account has been issued with an updated statement for urgent payment. | | |
| 7.2 | Finance SOF3 – MvdB<br><br>The following aspects were noted:<br>• Due to KFS problem, there was no update on the figures. | | |
| 7.3 | Neuro science business clinic - RL<br><br>The following aspects were noted:<br>• JM & RL are busy with negotiations.<br>• RL is leading this in a very distinguished fashion.<br>• Documents will be circulated to EXCO. | RL<br><br>MM | |
| 7.4 | The rules for claims - AS<br><br>There are some unclear expectations for submitting claims. The Executive Education office will setup guidelines. | MvdB | |
| **8.** | **Quality** | | |
| 8.1 | AMBA the way forward and integration - AS | | |

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| | The following suggestion was noted:<br>• AS to formulate a draft plan and get EXCO together to discuss and have a workshop. | AS | |
| **9.** | **People and Culture** | | |
| **10.** | **BS Finances** | | |
| **11.** | **Corporate Marketing** | | |
| **12.** | **School Board Meeting** | | |
| **13.** | **HIRA Covid19** | | |
| 13.1 | HIRA requirements – JM<br><br>Colleagues are reminded to comply with HIRA requirements. | | |
| **14.** | **ALUMNI** | | |
| **15.** | **NEW MATTERS** | | |
| **16.** | **CLOSURE**<br><br>The chairperson thanked all present and closed the meeting at 11:10. Date of next meeting 25 Nov @ 09:00. | | |