Corporate and Information Governance Services

MINUTES

of the Faculty of Economic and Management Sciences Extraordinary Research and Innovation Committee Meeting held on 17 July 2020 at 10:00, Video Conference

Present

Prof J Surujlal (Chairperson)..Deputy Dean FEMS, Research and Innovation
Prof N Moroke... Deputy Dean FEMS, Community Engagement Projects
Prof W Grobler..School of Economic Sciences
Prof H Janse van Vuuren...School of Accounting Sciences
Prof N de Klerk..School of Management Sciences
Prof R Jansen van Rensburg ....School of Management Sciences
Prof L du Plessis ....School of Tourism Management
Mr C Mahlaule..School of Accounting Sciences
Ms J McIntyre..School of Accounting Sciences
Dr D Metsileng...School of Economic Sciences
Ms K Paadi...School of IPS and HR
Prof E Botha...School of IPS and HR
Prof L Graupner...School of IPS and HR
Prof A Heymans.. School of Economic Sciences
Prof E Slabbert...School of Tourism Management
Dr L Tseane-Gumbi..School of Tourism Management
Prof M Potgieter..School of Management Sciences
Prof D Meyer...TRADE
Prof D Mello..Research Director: MC
Prof L Botes...Research Director: VC
Ms E Labuschagne...Administrator
Prof L de Beer...WorkWell
Prof P Buys..Management Cybernetics
Prof J van Romburgh...NWU Business School
Prof J Meyer.. NWU Business School
Prof A Pelser..GIFT
Prof V Leendertz..TELIT-SA
Prof H van der Merwe...Deputy Dean FEMS, Teaching and Learning
Dr J Lekunze.. NWU Business School
Ms L Jansen van Rensburg...F-EMS:Higher Degree
Prof C Botha.. NWU Business School

Christoff
D Schutte

Apologies

Prof S Swanepoel ....Executive Dean: FEMS

Secretariat Services

Moshodi. T.I Mr...Senior Committee Coordinator

1 Opening and welcome

The Chairperson, Prof B Surujlal welcomed all members present and declared the meeting open. He indicated that the meeting was initially scheduled to be Exco but after consultation with Corporate and Information Governance, it was advised that a subcommittee could not have a subcommittee. Therefore, the meeting had to be converted into an extraordinary meeting.

1.1 Apologies

None.

1.2 Personalia

None.

2 Declaration of interest

In accordance with the NWU Policy on Conflict of interest and Sections 34 (4)(a-b),(34)(5), (34)(6), (34)(7) of the Higher Education Act (101/1997) committee members were afforded the opportunity to declare their own as well as the interest of family, friends and suppliers with business links to the university in any of the discussion items on the agenda. No conflict of interest was declared.

3 Determination of the agenda

The agenda was accepted with the addition of the following items:

6.1 Future professors

6.2 University Capacity Development Grant (UCDG)

5.13 Turn it in report

4 Minutes of the previous meeting

The minutes of the meeting held on 1 July will serve at an ordinary meeting scheduled for 15 September 2020

5 Matters for discussion

5.1 Update on the appointment of examiners

5.1.1 Noted

- It was reported that the DVC: Research & Innovation has confirmed extraordinary appointments were considered as internal staff and therefore should not be appointed as external examiners for doctoral qualifications.
- That the matter was discussed with other faculties and members were requested to comply with the recommendation not to appoint extraordinary appointed staff as external for doctoral qualification. However, they could be appointed as internal staff for master qualification.

5.2 Approval of Higher Degree Committee terms of reference

5.2.1 Noted

- It was indicated that the terms of reference for the Higher Degree Committee were revised to align the functions and membership across the campuses. Therefore, they were presented to the Committee for approval.
- A recommendation was made that the process to appoint the chairpersons should be included in the revised document. Furthermore, the document should be sent for language editing.

5.2.2 Resolved

The Committee supported the revised terms of reference for the Higher Degree Committees subject to the recommendations made and recommended to the Faculty Board for approval.

5.3 Credit recognition and transfer

5.3.1 Noted

The matter was not discussed.

5.4 Research Awards

5.4.1 Noted

- It was reported that Senate has approved 7 different categories for research awards for the University and the Faculties were also allowed recognise researchers at the Faculty level.
- The Research Directors were requested to nominate staff members who meet the minimum requirements for the respective Institutional Awards and the Committee will select the top candidates. Prof Elmarie Slabbert was requested to investigate possible Faculty Awards.
- The Directors were requested to review the list of proposed Faculty Awards and it would be discussed at the meeting to be held on 31 July to discuss the nominated candidates.

5.5 Approval of Action Plan for investigation of Academic Misconduct for the second time.

5.5.1 Noted

- The guidelines for investigating academic misconduct when it's committed for the second time was presented for approval. However, a request was made that the document should be sent to members for inputs.
- A recommendation was made that members should make inputs during the consultation process so that the documents should not go back and forth when they have to be approved. Furthermore, the practice of providing inputs when the document is presented for approval was delaying the process and it was not fair to the document developers.

5.6 Waiver of Fees

5.6.1 Noted

The proposed process for application for waiver of fees was presented for approval and in response, it was indicated that the students could only apply for the waving of fees once they have registered. That if the student is not registered then the fees could not be waived.

5.7 Payment of arbitration

5.7.1 Noted

It was indicated that the budget to pay the arbitrators would be from the research entities or schools and if they do not have funds then they should request assistance from the Office of the Deputy Dean: Research & Innovation.

5.8 Inaugural Lectures

5.8.1 Noted

It was reported that the communique from the acting DVC: Research & Innovation has indicated that all the inaugural lectures for 2020 would be postponed until further notice.

5.9 Doctoral Review – F-EMS Improvement plan

5.9.1 Noted

- The F-EMS action plan for improvement was discussed and it was indicated some of the matters were concluded and some, such as moving of research staff to the entities, needed to be addressed as a matter of urgency.
- The members were requested to send inputs, on the F-EMS improvement plan, to the Deputy Dean: Research & Innovations.

5.10 Colloquiums

5.10.1 Noted

- It was indicated that Colloquiums would be discussed as part of the Scientific Committee.

- That the Research Directors indicated that the Scientific Committees were functioning well. Furthermore, permission was granted to name the respective Scientific Committee with the preferred name.
- A recommendation was made that the Scientific Committees should arrange more colloquiums to allow the students to improve their communication skills.
- That the Scientific Committees should develop the database of students to monitor their progress.
- That the supervisors were responsible for the analysis of the research turnit-in report. A recommendation was made the supervisors should be encouraged to attend the training on how to analyse the turnit-in report.

5.11 Updating of database

5.11.1 Noted

- The School Directors were requested to ensure that all the staff members were registered on the NWU F-EMS system. That system was also able to track the research progress of the individual staff member once they are registered.
- That the report of staff members who completed their ethics training would be sent to the School Directors so that they could encourage those who have not attended training to do so.

5.12 Extraordinary appointments

The Committee approved the extraordinary appointments of the following candidates:

5.12.1 WorkWell

5.12.1.1 Dr Sijmen A Brouwers - Extraordinary Research Scientist

5.12.2 School of Economic Sciences

5.12.2.1 Yusuf Opeyemi Akinwale - extraordinary associate professor

6 Additional Matters

6.1 Future professors

6.1.1 Noted

Clarity was sought regarding the process for nominating staff members to serve in the programme for Future Professors and in response, it was indicated that the Deputy Dean: Research and Innovation would send the guidelines to members.

6.1 University Capacity Development Grant (UCDG)

6.1.1 Noted

- It was reported that the masters and doctoral students are no longer required to submit printed and binding documents for examination. A decision was taken that only electronic submissions would be allowed in the future and it was communicated to members but the Office of the Deputy Dean: Research & Innovation has received applications for the UCDG and in some, the applicants indicated the printing and binding cost.
- It was indicated that in the future, the UCDG applications which indicate printing cost would not be approved.

6.2 Turn it in report

6.2.1 Noted

It was reported that the supervisors have indicated that they require training in analysing the turnit-in reports from their students.

7 Date of the next meeting

The next meeting would be held on 15 September 2020.

8 Closure

The Chairperson thanked all the members for their meaningful contributions and the meeting adjourned at 17:05.

CONFIRMED THIS ________________DAY _______________ 2020

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CHAIRPERSON

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