



Independent MBA Business School

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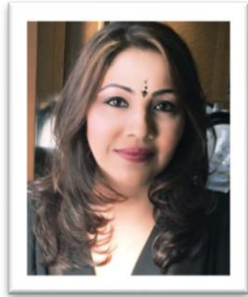
## Academic Integrity Committee (AIC) Membership

The current membership of the Academic Integrity committee is at 6 members (5 internal & 1 external member) as at November 2024

Associate Professor Jotsana Roopram	Chair, Campus Director (Sydney), Deputy Dean (Academic)
Wajeaha Butt	Secretary, Sr. Postgrad Administration Coordinator
Associate Professor Wayne Smithson	Program Director Undergraduate Program
Adjunct Professor Andrew West	Lecturer (Post Graduate Program)
Naweed Matin	Student and Academic Experience Coordinator
Associate Professor Kris Nicholls	Head School of Business MIT (External)

A profile on each member is provided -

## **CHAIR**



**Associate Professor Jotsana Roopram** - *Dip(Hospitality), DipEd., GradCertBusAdmin., GradCertHed., M.Ed.*

Jotsana holds multiple qualifications including diplomas in Hospitality, Education, and Business Administration, a Master's in Education, and is currently a PhD candidate at Federation University. She has extensive experience lecturing in Hospitality Management in South Africa, collaborating with industry, and mentoring junior staff. She has also served in academic administration as Head of Department, managing a diverse faculty.

Before joining UBSS in 2016, Jotsana was the College Operations Manager at Navitas in Sydney. Her expertise spans academic systems development, policy implementation, online examination management, and campus operations.

She has also completed postgraduate qualifications in Higher Education Academic Practice and Business Administration. Her research focuses on online learning and its impact on international students, with published articles on related topics. Her research interests include leadership in higher education, student engagement in online learning, governance and quality assurance in higher education. Jotsana has published articles in the areas of online learning, remote proctoring and the student experience. She is the recipient of the best author award for the best academic article in the first UBSS Publication Series, July 2021. Jotsana has lectured the subject Team Leadership and Change Management in the Bachelor of Business program at UBSS.

She chairs the Threshold Standards Audit committee, Academic Integrity committee and is Secretary of the GCA Board of Directors and the Audit and Risk committee.

Jotsana is the Deputy Dean – Academic at UBSS and is the Campus Director of the Sydney campus. She is a professional member of the Institute of Managers and Leaders (IML) and a member of Australian Computer Society (ACS).

## **SECRETARY**



### **Wajeeha Butt** - *BBA-HR Management, MBA, BMES-Masters in Business and ERP*

Wajeeha joins UBSS in the capacity of as Senior Postgraduate Administration Coordinator. Wajeeha is working for the Office of the Deputy Vice Chancellor. She Supports the Program Directors (PG) with a range of duties with particular focus on the MBA program, assist with the planning of each trimester involving close collaboration with the PDs and the teaching staff to make sure it meets the needs and standards of quality teaching and learning environment. She is also appointed as the secretary for Course Advisory Committee for UBSS.

Wajeeha completed a postgraduate degree - Master of Business Administration at UBSS. She was awarded the Gus Guthrie Award for the graduating class of 2018 – this is given to an outstanding candidate as acknowledgement of excellence. She went on and achieved a second PG award – a Master in Business and Enterprise Resource Planning - from Victoria University.

Wajeeha worked at the University of Central Punjab as a Lecturer and Business Development Lead for years, working as one of the leads for the Business School's strategic plan at the university. She also worked closely with the accreditation team of the Business School. Her area of teaching was Business Strategy and Planning as well as Entrepreneurship.



### **Associate Professor Wayne Smithson**

Wayne has held a number of senior finance positions including Finance Director for a number of national companies over a commercial career extending beyond 40 years. Most notable senior positions that include National Finance Director for Ernst & Young and Finance Director for the Bank of New Zealand in Australia. While his primary industry focus was in the financial services and insurance sectors, Wayne has experience across many industries including manufacturing, services and logistics.

Wayne has also had significant international experience in the Asia- Pacific region - where as Regional Finance Director for the region for a Swiss based professional services organisation - he was involved in a number of key business acquisitions. Most recently, he has owned and operated a successful Tax and Accounting practice.

As well as holding a Master of Business Administration and an undergraduate degree from Macquarie University in accounting, Wayne is a qualified CPA and is a graduate member of the Australian Institute of Company Directors and a Fellow of the Australian institute of Management.

In addition to 40 years of commercial experience, Wayne has had an extensive career in teaching at Higher Education level. Wayne began to focus on a teaching in 2008 accepting a sessional lecturer position at Sydney University in 2008. In 2010 Wayne turned his attention to Higher Education Teaching as his focus profession and has taught at a number of universities and Colleges including Western Sydney University, Charles Sturt University, Federation University and Charles Darwin University. Wayne has taught at both graduate and undergraduate levels across both Business and Accounting Disciplines, successfully combining a dynamic of theoretical and practical application drawing on his extensive years of commercial experience in particular at Board and Director Level.

Wayne is currently the **Program Director** for the Undergraduate programs at UBSS Sydney campus, an Associate Professor, a member of the Academic Senate and Chair of the Academic Integrity Committee at UBSS.



## **Dr Andy West**

Dr Andy West was the Dean of UBSS from 2020 to 2022, after previously holding the role of Director of the Centre For Entrepreneurship from 2016. He is currently an Adjunct Professor in the MBA Information Technology stream. He is now a full time Lecturer at the University of Technology Sydney in Marketing Analytics and Digital Marketing. He has extensive published research with twenty-six published works in seven peer reviewed journals including the A level journal Strategic Change, two books, five book chapters and thirteen conference papers. These are in the fields of strategic management, marketing and higher education management.

With twenty years of experience in higher education management, Andy's expertise has been called on to assist universities and independent higher education providers with their provider registration and course accreditation. He is currently on three academic boards and two course advisory boards of independent providers. Since its inception in 2015, Andy has been on the steering committee of the Higher Education Private Provider Quality Network (HEPP-QN). HEPP-QN is a quality forum for independent providers, with two conferences a year, providing benchmarking, guidance and a community of practice for independent providers.

He has made conference presentations in his fields of expertise across Australia and internationally in Barcelona, Gujarat, London, New York. He has been commissioned by industry bodies, state government and national not for profit organisations to provide strategic reports in the Australian finance, health and sporting industries to provide strategic reports, benchmarking and impact studies.



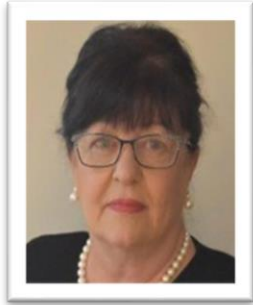
**Naweed Matin** – Bachelor of Business (Management)

Prior to joining Group Colleges Australia (GCA), Naweed worked at an Information Technology (IT) software company as a Sales and Renewals Consultant for eight years. He managed the software renewals department for the North American, European, Asian, Middle Eastern and African regions for all commercial and government accounts.

Based on the knowledge, passion and domestic and international experience Naweed gained as a university student, resulted in him wanting to change careers and work in the higher education industry. In December 2023, Naweed was employed by GCA as a Student Services Officer. He utilised his international skill set and student experience to successfully support GCA students through their academic journey by providing high-quality and efficient administrative support in a pro-active manner to all students, staff and agents.

During September 2024, Naweed accepted a new position at GCA as the Student and Academic Experience Coordinator, where he has been working closely with the Deputy Dean (Academic) to support all staff, lecturers, facilitators and students.

Naweed has a Bachelor of Business (Management) degree and is planning to start his Master of Business Administration (MBA) degree in 2025.



### **Associate Professor Kris Nicholls (External)**

Associate Professor Nicholls holds multiple qualifications, including a Doctor of Business Administration from Victoria University, a Master of Business Marketing from RMIT University, a Graduate Certificate of Learning and Teaching from Torrens University Australia, and she is a graduate of the Australian Institute of Company Directors.

Kris began her career as an art teacher with the Victorian Education Department before transitioning to the hospitality and tourism industry, where she managed an award-winning hotel in Melbourne and won several national industry awards. She served on the Council of the Australian Hotels Association for four years.

In the education sector, Kris has held various roles, including Head of Hospitality, Tourism, and Cookery at Gordon Institute TAFE, Lecturer in Marketing and Management at RMIT (teaching in Hong Kong and Singapore), and National Lecturer in Charge of Marketing, Management, and HR at Kaplan Business School. She also served as National Academic Director at Kaplan, Director of Quality & Compliance, and General Manager of Learning and Development.

Most recently, Kris was the Director of Academic Integrity at Torrens University Australia, where she initiated the Australian Academic Integrity Network Forum 2021 and won the 2023 Tracey Bretag Academic Integrity Award. She previously held the position of Associate Dean, Business and Hospitality at Torrens University.

Currently, Kris is the Head of the School of Business at Melbourne Institute of Technology. Her educational philosophy emphasizes that students are clients whose learning journey should be personally rewarding and industry relevant. Kris enjoys light aircraft touring, entertaining, and live theatre. She supports the Fight Cancer Foundation, is a member of Women on Boards, and is a graduate of the Australian Institute of Company Directors.