

MINUTES

MEETING **RSHA Executive**
MEET No. **14, 2013**
DATE/TIME Friday 18 October 2013, 2pm
VENUE Lady Wilson Seminar Room, Sir Roland Wilson Building (120)

Part 1. Formal items

ITEM 1. Research

Dr Douglas Robertson was welcomed to the meeting. Research management issues were discussed including:

1. Improving research support systems so that really useful reports can be run at all levels
2. The need for the systems to capture all grants, lectures, concerts, exhibitions and so on
3. Improving the management of research across the campus and having clear roles and responsibilities for everyone who is involved
4. The need for clarity for what counts for ERA in 2015
5. ANU needs to play a leadership role in this area
6. The need to diversify ANU's funding sources
7. Future Fellowships
8. The need to have specialists for budgets and compliance at the central level
9. The need to have pre-approved ethics protocols in place for honours students so that group approvals can be done
10. The need for undergraduate students to have ethics training in the year prior to starting honours

Dr Robertson stated that he would welcome feedback from Schools and that he would be happy to attend School meetings.

Action Item: Schools to invite Dr Robertson to School meetings.

ITEM 2. Attendance

Professor Pickering (Chair), Dr Ferris, Dr Message, Dr Kennedy, Dr Robertson (for agenda item 1), Professor Simpson, Ms Knight, Professor Tregear and Mrs Shepherd (Minute Secretary).

ITEM 3. Minutes of Previous Meeting

The minutes were accepted from the previous meeting.

ITEM 4. Matters Arising and Action Items

It was noted that there were no outstanding action items.

ITEM 5. Confidential Items

There were no items discussed.

Part 2. Reports

ITEM 6. Director's Report

Professor Pickering reported that the issue of internal communications was discussed at the CASS Executive meeting. It was agreed that a survey regarding School meetings would be sent to each School by Ms Knight for completion.

The Vice-Chancellor's KPI's were discussed at the CASS Executive meeting. Professor Makkai would like feedback on these KPI's from Heads of School. It was agreed that Mrs Shepherd would request a copy of these and circulate them to Heads of School.

The University will be funding the early retirement scheme packages. People who have expressed an interest in this scheme will receive a letter next week.

Professor Pickering requested all Heads of School to let him know of anyone going up for a Future Fellowship in the next round including those who may reapply.

Professor Pickering reported that RSHA Change Implementation working parties and sub-committees had all met or are scheduled to meet. The critical items to include in the final reports are a governance structure and a realistic administrative structure. Organisational charts can also be included in the final report as well as comments on location and co-location. They are to implement the decisions of the RSHA Change Management Steering Committee.

Action: Ms Knight to send a survey template to Heads of School regarding School meetings.

Action: Mrs Shepherd to contact Mr Heath requesting a copy of the Vice-Chancellor's KPI's for dissemination to Heads of School.

Action: Heads of School to let Professor Pickering know who is going up for a Future Fellowship.

Part 3. ANU matters

ITEM 7. Vice-Chancellor's KPIs

This item was discussed under Director's report.

ITEM 8. Australian National Data Service (ANDS) Committee membership

It was agreed that Dr Glenn Roe, a new staff member in the Digital Humanities Hub, would be approached to see if he would be willing to be a member on this Committee.

Action: Mrs Shepherd to contact Dr Roe to see if he would be willing to be a Committee member.

ITEM 9. ANU Experts list

It was noted that the newly published ANU experts list publication is out of date. It was suggested a revised listing of people across RSHA should be sent to marketing.

Part 4. RSHA items

ITEM 10. Progress of implementation working parties

This item was discussed under Director's report.

ITEM 11. Review of teaching forums – internal communications

11.1 School meeting arrangements

This item was discussed under Director's report.

ITEM 12. Education matters

12.1 International Scholarships (IPRS and CASS)

It was reported that CASS received no IPRS scholarships. It has been agreed that ten of the scholarships allocated to CASS have been offered to international applicants from the CASS merit list.

12.2 Study abroad

The College is keen to extend study abroad options and have a systematic approach to this.

12.3 CASS Strategic Education Forum – 8 November

It was noted that this date was not ideal for all Heads of School.

ITEM 13. Research Matters

13.1 Future Fellowship applications

This item was discussed under Director's report.

13.2 CASS Strategic Research Forum – 25 November

It was noted that this date is not possible for all Heads of School.

13.3 ARC College of Experts

Dr Message was congratulated on her appointment to the ARC College of Experts.

ITEM 14. Workplace Health and Safety

This item was not discussed.

Part 5. Other business

ITEM 15. Any other business

Professor Pickering stated that he would like to start RSHA information sessions. Suggested venues for these were the Mills room in Chancelry and the Conference room in the AD Hope building.

ITEM 16. Next meeting

The date for the next meeting is Friday 1st November 2013.

Meeting closed at 3.50pm