

MINUTES

MEETING **RSHA Executive**
MEET No. **5, 2013**
DATE/TIME Friday 19 April 2013, 2pm
VENUE Lady Wilson Seminar Room, Sir Roland Wilson Building (120)

Part 1. Formal items

ITEM 1. Attendance

Professor Morphy (Chair), Ms Addison, Mr Bull, Ms Knight, Professor Minchin (for Dr Kennedy), Dr Message, Professor Pickering, Professor Simpson, and Mrs Shepherd (Minute Secretary). Professor Tregear was an apology.

ITEM 2. Minutes of Previous Meeting

Professor Morphy reported that Ms Addison had requested an amendment to the minutes under item 1. The first and last sentence would stay as is but the rest would be replaced by the text below.

“The key outtake is that it is important to effectively manage casual staff from a HR and budget perspective.

There are a few things that are critical in this area one of which is to ensure that casual contracts have end dates and that the details of inactive casuals are deleted from HR records. HR will be undertaking a clean-up exercise re the latter in consultation with the schools.”

Committee members agreed to this amendment. No other amendments were requested.

ITEM 3. Matters Arising and Action Items

3.1 Staff Survey – Nominations for the three groups

It was noted that the School of Archaeology and Anthropology and the Interdisciplinary Humanities Group have put forward nominations. Other Schools had asked for nominees, however, they had not received any. Professor Morphy encouraged all Schools to put names forward for the three groups.

ITEM 4. Confidential Items

There were no items discussed.

Part 2. Reports

ITEM 5. Director’s Report

5.1 Interim Head, School of Cultural Inquiry

Professor Morphy stated that he was delighted that Dr Kennedy has agreed to be interim head.

Professor Morphy reported that the College is waiting to hear back from the Vice-Chancellor regarding the RSHA restructure proposal.

Part 3. CASS Matters

ITEM 6. HDR Student Advisory group – student representative

Professor Morphy stated that RSSS and RSHA have each been requested to nominate a student for the HDR Student Advisory group. Professor Morphy asked members to think about a suitable person.

Part 4. RSHA Matters

ITEM 7. Strategic Corporate Alliance Working Party representative

Professor Morphy reported that Dr Dougald O'Reilly from the School of Archaeology and Anthropology will be a representative on this working party for RSHA. Professor Pickering attended the first meeting and summarised the type of things the working party is looking at. They have very ambitious plans and come under Professor Michael Cardew-Hall (Pro-Vice Chancellor (Innovation and Advancement)).

It was suggested that Dr O'Reilly should meet with Jane O'Dwyer, Professor Pickering and all Heads of School.

ITEM 8. Education matters

8.1 Student enrolments

It was noted that it appears that there has been a drop in student numbers. HDR student numbers are down apart from some exceptions and PGC numbers have gone down. In the latter case it is worth determining if high fees are a factor. The student load for gender may be misleading as more gender courses are taught through RSSS this year. The School of Cultural Inquiry has had a substantial drop which may be because far less courses have been offered this year. The School of Music restructure has also had an impact on student numbers. The questions are why have the student numbers dropped and where are the students going?

Some Masters courses have also seen a drop in student numbers including the Master of Applied Anthropology and Participatory Development (MAAPD) and the Master of Archaeological Science- the latter for structural reasons which have been remedied. It is important to think about attractive sounding Masters for graduate studies select. The student numbers in the Masters of Liberal Arts are gradually growing and there is a new spoke to it in biographical research. International relations with languages would be a fabulous master's combination.

Schools often get new students through graduate studies select which is a good way for students to test if they like something or not. Ms Addison stated that in future graduate studies select will be managed at the College level but the details have yet to be finalised. Academic overview of this will be important. Up to now it has been managed very professionally by Dr Anna Robinson.

8.2 Vertical double degrees

Schools are encouraged to put proposals forward for possible vertical degree combinations. Dr Message reported that Dr Gustavson is coming to the School of Archaeology and Anthropology to discuss this. Professor Simpson reported that the School of Language Studies has suggested

twenty vertical degrees to Dr Gustavson and they are looking at which couple to put forward. This has not been discussed within the School of Cultural Inquiry yet.

Professor Morphy stated that a lot of discussion is required on this topic. The School of Archaeology and Anthropology has a working party for this and perhaps we need to set up one at the RSHA level.

8.3 Lecturing as performance course

Ms Addison reported that this course has been funded through the education hub and has been very successful. It is a good course for new and experienced lecturers and for people with a non English speaking background. The course covers such things as performance, voice and gesture. The course is conducted over a number of sessions for 18 hours. There is also a short version of the course. Ms Addison encouraged members to identify staff who would benefit from such a course. For further details contact Deborah Veness, EDS.

ITEM 9. Research matters

Professor Morphy noted that staff need to start thinking about grant applications for next year. A number of people have been involved in special research centres.

Professor Simpson reported that at the next CASS Research Committee meeting a paper from the University about research themes is to be discussed. She noted that a number of disciplines are not included on the draft paper and encouraged committee members to attend the meeting if possible.

ITEM 10. Workplace Health and Safety

There were no items reported.

Part 5. Other business

ITEM 11. Any other business

There was no other business.

ITEM 12. Next meeting: Friday 17 May 2013

The meeting closed at 3.20pm.