

# MINUTES

MEETING **RSHA Executive**  
MEET No. **9, 2017**  
DATE/TIME Friday 2 June 2017, 2pm  
VENUE Lady Wilson Seminar Room, Sir Roland Wilson Building (120)

## **ITEM 1. Attendance**

Professor Christie (Chair), Ms Knight, Professor Lampl, Dr Mitchell, Professor Ferris, Professor Smith and Mrs Shepherd.

## **ITEM 2. Minutes of Previous Meeting**

The minutes for the previous meeting were confirmed.

## **ITEM 3. Matters Arising and Action Items**

Ms Knight reported that she had completed all her action items and Professor Christie reported he had not completed his action items.

## **ITEM 4. Confidential Items**

No confidential items were raised.

## **ITEM 5. Interim Director's Report**

ORCID (Open Researcher and Contributor ID)

It is important that all academic staff have an ORCID profile and obtain one if they do not. Dr Mitchell noted that the School of Literature, Languages and Linguistics will have a session on this next week and Professor Lampl will ask Associate Professor Bennett to lead a discussion on this at a School of Music staff meeting. Heads should remind any new staff members to change their current ORCID affiliation to the ANU.

Voice Survey

The Voice survey results have now been presented to the School of Literature, Languages and Linguistics (SLLL), School of Music and the School of Art and Design (SOAD). A meeting with the School of Archaeology and Anthropology is to be set up. It is important for all Schools to continue the discussions on the various issues raised by the survey in focus groups. Dr Mitchell noted that SLLL has narrowed the topics for the focus groups down to three and Professor Ferris thought that the SOAD would run focus groups after the review although the review panel will be an expert focus group.

Activity Based Costings

Ms Knight reported that activity based costings will be coming in for courses (both net and

gross costings will be available for each Schools dataset of activities). The costings will be available both for research and teaching. The new system, Pilbara, will be useful as Colleges and Schools will know the real cost of teaching and it will help guide decisions in the future.

#### **ITEM 6. ANU Entrepreneurial Academic Scheme**

Professor Christie noted that the ANU Entrepreneurial Academic Scheme has now been formalised. Any suggested people for the scheme will need to be approved at the College level prior to approved business cases going to the Senior Management Group for consideration. It was noted that the appointments are for five years and that the ANU funds three and a half years and the College/School funds the positions for one and a half years. This is a good deal for Schools.

The Early Career Accelerator Program is a very interesting scheme. Heads of School reported that a number of eligible staff are working on their ANU Futures Scheme applications. Professor Christie stated he would be happy to read the drafts.

Professor Christie noted that ANU has put a lot of funding into all these new schemes.

#### **ITEM 7. International Partnerships**

No items were discussed.

#### **ITEM 8. Research matters**

##### **8.1 Entrepreneurial Professors**

This item was discussed at agenda item 6.

##### **8.2 Global Research Challenges**

Professor Christie reported that the group has not met again so he had nothing new to report. A call for Expressions of Interest for the Global Research Challenges will come out in the middle of the year.

#### **ITEM 9. Education matters**

Professor Ferris reported that the Associate Dean (Education) is concerned about possible changes to the admissions process at the ANU and how this might impact on both the School of Art and Design and the School of Music. The School of Art and Design requires a portfolio and interviews potential students and the School of Music requires potential students to do an audition if they wish to do performance. The School of Art and Design and the School of Music will put in submissions addressing the briefing paper.

#### **ITEM 10. Workplace Health and Safety**

Professor Smith and Dr Mitchell both reported that the brand new heating system in the AD Hope building is not working properly which is a WHS issue. In some offices the heating is on full bore and in others it is not working at all. This problem has been reported.

Professor Christie noted that the University is talking about Barry Drive being a retreat for staff, however, it is open plan. Staff who cannot cope can work at home. However Professor Smith noted that some staff need to stand to work and in these cases WHS has to go to the staff member's house to get them set up. Professor Christie will write to Mr Grange about the

problems in the AD Hope building.

**ACTION:** Professor Christie to email Mr Chris Grange to discuss issues with staff working in the AD Hope building, including heating and WHS for staff who will have to work from home.

**ITEM 11. Capstone Editing grants for students and academics**

Professor Christie noted that it is rare to have a suite of funding available for students and academics such as this. Mrs Shepherd was asked to circulate the email to Heads of School.

**ACTION:** Mrs Shepherd to circulate email to Heads of School.

**ITEM 12. Any other business**

Concur Expense Management – ANU Purchase Cards

Heads of School have grave concerns about the new Concur system for ANU purchase cards. Professor Smith reported that the SOAA is not happy with the new system as there is: no administrative oversight, no Wi-Fi in AD Hope and the system is very difficult for people who go on fieldwork for three months at a time. This is an industrial issue as academic workloads will increase and it is close to the last straw for staff. The question was raised of pushing back and not participating in the new system.

Heads of School will delegate the approval of all purchase card reports within their Schools to School Managers as Heads of School do not know the correct budget codes for all purchase card holders. Training is being offered to supervisors and purchase card holders. Professor Christie felt that it is probably best to try the new system for 55 days and see how it goes.

All Heads of School indicated that workload is a huge issue for them as it is becoming unmanageable. Professor Christie stated that the Head of School role is the hardest in the University. The issue of workload should be discussed with Professor Frances when she comes to the RSHA Executive Committee meeting on Friday 28 July.

The meeting closed at 3.25pm.