

# MINUTES

MEETING      **RSHA Executive**

MEET No.      **15, 2016**

DATE/TIME     Friday 2 December 2016, 3pm

VENUE         Meeting Room 3, Beryl Rawson Building

## **ITEM 1.          Attendance**

Professor Christie (Chair), Associate Professor Ferris, Professor Gillies, Professor Travis, Associate Professor Piper, Suzanne Knight, Ivan Muench (Minute taking).

Professor Smith was an apology.

## **ITEM 2.**

### **Minutes of Previous Meeting**

The minutes for the previous meeting were confirmed with the following objections:

Professor Travis has raised a concern regarding obtaining approval from ANU College for courses, if the ANU College objects the course could still run if ANU did not object. This puts the ANU College in a position of being gatekeepers of information and raises a question over what the ANU College has to say about our academic offerings.

Professor Travis has also expressed concern about the dissemination of information from the ANU College to the CASS executive, and whether the CASS Executive is passing all the information through.

Studygroup does not appear to have affiliate universities listed as mentioned in the last meeting.

Professor Christie made a point that at least Studygroup has something to offer, a lot of institutions do not support their ESL students.

The committee has noted that it is a concern that the ANU College needs to endorse the courses and that there is no overarching principal for all of these agreements, every agreement with each university seems to be different.

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

It was agreed that Associate Professor Gustavson should be invited to an RSHA Executive meeting to discuss the ANU College.

**ACTION:** Associate Professor Gustavson to be invited to a meeting.

**ITEM 4. Confidential items**

No confidential items were discussed.

**ITEM 5. Acting Director's Report**

Professor Christie noted that there was not a lot to report on as we have been preoccupied with the relocation, and he outlined the elaborate moves required to accommodate the HRC in the Sir Roland Wilson Building.

Professor Christie also mentioned the need to conduct and complete all outstanding PDRs.

**ANU Matters****ITEM 6. H.C Coombs creative arts Fellow 2017**

Christian Thompson was endorsed by the committee as the H.C. Coombs Creative Arts Fellow in 2017. The annual fellowship rotates through art, music and literature. This fellowship has no endowment, although an endowment fund has been set up to support the fellowship. Funds need to be found every year. The HRC is discussing the possibility of jointly funding the Coombs fellowship so it has continuity and regular support.

It was agreed that Professor Christie would send a formal invitation to Christian Thompson inviting him to be the fellow this year. Once he has agreed to come it is important to advertise this through CASS marketing.

**ACTION:** Professor Christie to send a formal invitation to Christian Thompson.

**RSHA matters****ITEM 7. Providing opportunities in leadership for staff as they progress through their career**

Committee members discussed what leadership opportunities are available for staff, particularly at the Level C and D level. The Committee members noted that:

- the University had run a senior leaders program many years ago and that CHELT runs a workshop on leadership;
- the University also runs various HORUS-based training courses, such as managing difficult conversations;
- it is important for lecturers to improve their skills in this area and for there should be some form of training offered. Teachers can apply for the ANU Educational Fellowship scheme through CHELT to complete a Higher Education Academy Fellowship (See <https://services.anu.edu.au/training/anu-educational-fellowship-scheme>);
- it is important for all training to be of good quality and specific to the University.
- the committee agreed on the importance of mentoring, research and learning workshops;
- leadership opportunities need to be identified and included in PDR discussions.

Professor Christie noted that the important thing about all these training courses is that everyone gets to know each other and share their experiences, which may then lead to collaboration. Professor Christie said he would be including level Cs and Ds in the next CASS Research development workshop, and offered to run a career development (leadership) workshop for Level C and D academics.

**ACTION:** Professor Christie to enquire into what opportunities will be available through CASS and the Centre, and, if appropriate, to conduct a career development workshop for Level C and D academics.

**ITEM 8. Proposed WHS Committee Local committee membership and fieldwork representative**

The Chair reported on plans to develop a new RSHA WHS Advisory Group according to the new WHS Governance structure, to be convened early in the new year.

**ITEM 9. Update on DVC-A meeting with A.D. Hope staff**

The Chair updated the Committee on today's meeting of SLLL and SoAA staff with the DVC-A on the A.D. Hope building (held earlier at 1.30pm). See attached notes from the meeting.

**ITEM 10. School reviews**

The Chair anticipated next year's review of the School of Art and Design and it was agreed that, after the School of Archaeology and Anthropology's recent experience, the Head of the School of Art & Design will approach the Head of the School of Archaeology and Anthropology for advice.

**ITEM 11. Education matters**

11.1 CASS New academic staff induction 2017

This item was noted and Committee members supported the idea of a College level induction for new staff.

**ITEM 12. Research matters**

No items were discussed.

**ITEM 13. Next meeting**

It was agreed that the first meeting for next year would be held on Friday 27 January 2017.

**ITEM 14. Any Other Business**

No items were discussed.