

MINUTES

MEETING	RSHA Executive
MEET No.	5, 2017
DATE/TIME	Friday 7 April 2017, 2pm
VENUE	Lady Wilson Seminar Room 1, Sir Roland Wilson Building (120)

ITEM 1. International Partnerships

Professor Christie welcomed Professor Lo to the meeting to brief members on international partnerships. Professor Lo noted that she had attended a similar meeting last year about what was happening and had a number of meetings with Heads of School last year. She looked at the existing systems, sort clarification where required and put together simple CASS guidelines for clear guidance on the types of relationships with a step by step guide. The guidelines and a spreadsheet of existing partnerships can be found on the CASS intranet under “International” (<http://intranet.cass.anu.edu.au/international>).

Details for all existing CASS agreements including memoranda of understanding and student exchange agreements are listed on the web site (http://intranet.cass.anu.edu.au/system/files/CASS_International_Partnerships_Agreements_02022017.pdf) The web site is updated monthly and includes information from Global Partnerships. Professor Lo stated that if someone wants to initiate a new relationship at the University, College or School level they should contact her so she can assist with the next steps. Some Schools have specific relationships at the discipline or School level.

The two CASS strategic partners are currently Indiana University and Nanyang Technological University. Professor Smith went to Indiana University as part of that agreement. Where possible, CASS likes to develop comprehensive relationships which cover students, staff, teaching and research. India and China are being considered for further strategic relationships. ANU has a European research strategy and China, India and Asia are possibilities for recruitment of students. The US could be good for developing research, HDR and teaching exchanges. We can use our research standing to develop relationships.

Professor Ferris reported that her School has developed School to School relationships which have then been approved by the Dean. She does not have anyone available in her School to work on the paperwork required for the agreements for these relationships. There is an ANU template for agreements which should be used and can be edited to reflect whether the collaboration is at the ANU, College, School, or discipline level. The agreement is then ratified at the College level. Professor Lo is available to help and support AOU with any agreements and can progress matters that need to be followed up with the ANU legal office and other ANU offices as required. Professor Lo noted that some agreements are very specific (say languages) and that some delegations that come to the ANU have very specific interests or disciplines in mind for collaboration. Professor Lo was asked always to let Heads of School know when delegations are coming to visit a School.

It was agreed that “International Partnerships” would be put on the next RSHA Executive meeting agenda for discussion and that Professor Frances be invited to an RSHA Executive

meeting after she has arrived (not late June/early July as some members are away).

ACTION: Mrs Shepherd to put International Partnerships on the next Committee agenda.

ACTION: Mrs Shepherd to organise a time for Professor Frances to attend a meeting after she has arrived.

ITEM 2. Attendance

Professor Christie (Chair), Professor Lo (agenda item 1), Ms Knight, Dr Mitchell, Professor Smith, Professor Ferris and Mrs Shepherd (minute officer). Professor Lampl was an apology.

ITEM 3. Minutes of Previous Meeting

The minutes for the previous meeting were confirmed.

ITEM 4. Matters Arising and Action Items

RSHA Summer Research Funding Scheme

Professor Christie noted that the funding reports for the 2016 Research Funding Scheme were coming in. Everyone has said how wonderful the program was and Professor Christie stated that the scheme will be run again and a call will be sent out mid-year. Mrs Shepherd will compile the reports so they can be discussed at a RSHA Executive meeting.

ACTION: Mrs Shepherd to compile a report on the RSHA Summer Research Funding Scheme to be discussed at a future RSHA Executive meeting.

RSHA Voice Staff Survey results

Professor Christie reported that central HR staff will be presenting the Voice staff survey results to each School and he will be attending each of these meetings. The following meetings have now been confirmed.

School of Music – Monday 8 May, 9.30am

School of Literature, Languages and Linguistics – Monday 15 May, 4pm

School of Art and Design – Wednesday 31 May, 4pm

School of Archaeology and Anthropology – yet to be confirmed

ANU Futures Fellowships

Professor Smith reported that staff in her School are interested in applying for the scheme. Professor Christie is unsure what the application process is but asked Heads of Schools to send him a list of names to propose for the scheme. The issue was again raised that there are some fantastic new staff across the Research School, but that not all of them were continuing, which means they are ineligible for the scheme. This is a great shame.

ACTION: Heads of School to send a list of staff who they propose for this scheme to Professor Christie.

JG Crawford Prize nominations 2016

Ms Knight sent a copy of the JG Crawford Prize nominations email to Dr Piper as requested.

Vice-Chancellor's funding

Ms Knight circulated the Vice-Chancellor's early career academic funding scheme details to Schools as requested. Mrs Shepherd was asked to resend Ms Knight's email to Heads of School. It was noted that there is, unfortunately, no ANU funded travel scheme for Masters students.

ACTION: Mrs Shepherd to resend Ms Knight's email to Heads of School.

ITEM 5. Confidential Items

No items were raised.

ITEM 6. Interim Director's Report

Professor Christie reported that Professor Smith will be acting Director next week as he will be away overseas.

Global Challenges

Professor Christie reported on a very positive Global Challenges meeting he had attended. At the meeting Professor Harding said that the arts and humanities must be included in the Global Challenges as it is the strongest part of the University. Expressions of interest for the Global Challenges will be sent out in June/July and the application process will not be onerous. The selection criteria will include cross-discipline and interdisciplinary challenges. They must be in areas the ANU is strong in and be compatible with the ANU Strategic Plan. CECS will submit a challenge on Australia's technological future to which the Centre for Digital Humanities Research might contribute and we as a Research School need to think about what we might initiate or how we might work with others. The only CASS initiated challenge of which Professor Christie was aware was one on migration. Professor Christie asked members to think about developing a one or two page submission in anticipation of a call for expressions of interest.

ACTION: Committee members to start thinking about developing a one- or two-page submission in anticipation of a call for expressions of interest.

ITEM 7. Workplace Safety Incident and Hazard Reporting Tool

It was noted that the new workplace safety incident and hazard reporting tool "Figtree Systems" will be rolled out and it will be live on 1 July 2017. Professor Smith reported that "Figtree" will be a new portal under services and people will be able to report everything including near misses and then solutions looked at. The new system looks fairly straight forward and there will be an app for phones in which staff can take a photo of a WHS problem and upload it to the form.

ITEM 8. Academic Promotions

The academic promotion information session for the 2017 academic promotion round was noted. Professor Christie asked Committee members what RSHA could do to support staff applying for academic promotion this year. Professor Smith noted that it is important for Heads of School to strategise with their staff, read the drafts and work on them and it would be good if others could look at the application as well for further feedback. Professor Ferris noted that when she applied for promotion she got Cross-College feedback.

Professor Christie said that in the past he had done mock interviews with applicants just prior

to their promotions interview and that applicants had found it very useful. Committee members thought the idea of a mock interview was a great idea. Professor Christie suggested that each applicant should have a mock interview (with a specialist from the School as well as someone from outside the School). He would be happy to do some mock interviews and asked Heads of School to think about who would be the best person in their School to do mock interviews.

ACTION: Heads of School to think about who would be the best people in their Schools to join panels for mock interviews with staff going for promotion.

ITEM 9. 2017 Advanced Leadership Program for Women

This item was noted.

ITEM 10. ARC Research Opportunity and Performance Evidence

It was agreed that this items would be discussed at the next meeting. Mrs Shepherd was asked to circulate the email and attachments to Heads of School after the meeting.

ACTION: Mrs Shepherd to circulate the email and attachments to Heads of School after the meeting.

ITEM 11. RSHA Creative Sub-Committee

Professor Christie stated that he thought it could be a good idea to set up a RSHA Creative Sub-Committee with all the talent we have across the Research School to do different things, like the lantern performance which involved staff from the School of Music and the School of Art. Dr Mitchell reported that screenings and performance afternoons are being put on in her School and that everyone is welcome to attend. She will circulate the details for these to Committee members. Professor Ferris reported that for ANZAC Day war poetry will be read at the National Gallery of Australia involving people from the ANU (see <https://nga.gov.au/Calendar/Default.cfm?KeyWrd=TALK>)

Professor Christie asked Heads of School to think about this idea.

ACTION: Dr Mitchell to circulate details to Committee members for the screenings and performance afternoons.

ITEM 12. Research matters

12.1 Entrepreneurial Professors

Professor Christie asked Heads of School to take any ideas of people to put forward as an Entrepreneurial Professor to School meetings. The only model we have at this stage is Professor Genevieve Bell who is a cultural anthropologist who is based in CECS. Prior to coming to ANU she worked for Intel.

ACTION: Heads of School to take any ideas of people to put forward as an Entrepreneurial Professor to School meetings.

12.2 Grand Challenges

This was discussed under item 6.

12.3 ANU Future Fellowships

This was discussed under item 4.

12.4 ERA 2018

Dr Mitchell asked what should be done with Professor Imelda Whelehan's publications. It was agreed that all her publications should be entered into ARIES. Professor Ferris reported that her School urgently needs a data collection officer to put Non Traditional Research Outputs into ARIES.

ITEM 13. Student Experience of Learning and Teaching

It was noted that the process of requesting Student Experience of Learning and Teaching evaluations had not changed for Semester 1.

ITEM 14. Workplace Health and Safety

Professor Smith reported that the School of Archaeology and Anthropology had opened up a website so staff could report issues regarding the pop up village. Everyone on the north side of the AD Hope building has been affected. Dr Mitchell reported that there were also issues in her School and discussion had occurred around noise cancelling headphones. Professor Christie stated that Dr Mitchell may wish to do something similar in her School to map their woes.

The meeting closed at 4.20pm.