

MINUTES

MEETING **RSHA Executive**

MEET No. **3, 2016**

DATE/TIME Friday 8 April 2016, 2pm

VENUE Lady Wilson Seminar Room, Sir Roland Wilson Building (120)

ITEM 1. **Attendance**

Associate Professor Message (Chair), Associate Professor Ferris, Professor Smith, Professor Travis and Mrs Shepherd (minute officer). Professor Christie, Dr Gustavson and Ms Knight were apologies.

ITEM 2. **Minutes of Previous Meeting**

The minutes for the meeting were confirmed with a minor amendment: Under item 13 the first sentence should say "ACT Young Woman of the Year".

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

Professor Donaldson will receive his honorary award at the graduation ceremony being held on 13 July at 10am.

3.1 Performance Development Review system

Professor Travis reported on a meeting held by central HR about the online PDR system. The system was rolled out almost 12 months ago and central HR are visiting ANU areas through May to encourage greater use of the tool.

The committee discussed the main operational problems experienced to date:

- PDRs have to be initiated by supervisors (and cannot be initiated by staff members)
- There is no option for passing PDRs to a higher delegate (e.g. from a HoS to the Research School Director) for noting or further discussion about performance where necessary
- The 'mentor' role needs to be defined further and disaggregated from the process of workload planning.

Professor Travis noted that she routinely requests staff to submit their Statement of Academic Activity (SAA) as part of the performance review process. She noted that central HR is working on linking the SAA to the PDR.

The committee discussed mentoring in the RSHA and within schools, and agreed that this is a subject that should be discussed at greater length, particularly in context of the Women in STEM report discussed in previous meetings. It was agreed to include Professor Christie and Dr Ann Evans in the discussion.

Action: Associate Professor Message to report to CASS Executive on problems with PDR

forms and process and invite Nadine White and Lisa Buckley from Central HR to attend coming RSHA Executive.

Action: A discussion on mentoring to be scheduled for future meeting, with Professor Christie and Dr Evans in attendance.

3.2 RSHA Singapore and Malaysia networking and recruitment strategy

Associate Professor Ferris, Professor Smith, and Associate Professor Bennett had a productive visit to Singapore and Malaysia with Professor Lo. It was agreed that the RSHA would support some immediate grass roots initiatives to keep the momentum from the trip going. These are likely to include:

- a camp hosted by the Schools of Art and Music for students from School of the Arts, Singapore (SOTA) in November or December
- a schedule of regular Wednesday morning lectures from ANU staff to SOTA
- discussions between SoA, SAA and the Singapore Heritage Board in relation to professional development.

Key potential benefits for the School of Art are in the area of student recruitment (undergraduate), while the benefits for the Centre for Heritage and Museum Studies and the Centre for Art History and Theory were in the area of short professional development course delivery for heritage and museum professionals.

It was noted that the School of Music and the School of Art hosted a successful visit of students from the Republic Polytechnic, Singapore on Monday 4 April.

Associate Professor Message reported on a meeting earlier in the year with Charles McCullough, who is now the Director for the ANU North American Liaison Office. The committee discussed possibilities for networking in North America.

Action: Mrs Shepherd to organise a meeting in early May to discuss the SOTA camp.

Action: Associate Professor Ferris and Professor Smith to discuss developing an outline and budget for key short-term activities.

Action: Associate Professor Message and Ms Knight to meet with Professor Lo and Christina Rose to discuss CASS strategies for international outreach and partnerships, and the role of the NALA office.

ITEM 4. Confidential Items

No confidential items were discussed.

ITEM 5. Consulting and Commercial Research Opportunities – ANU Enterprise

ANU Edge has been restructured into ANU Enterprise and located within the folio of the PVC(R). Dr John Shellard is the primary contact for CASS. He is part of a business development team led by Mick Cardew-Hall that can help write bids with academics, develop consultancies of all sizes, give 52 day rule and project development support, work on professional development courses and monitor bids and tenders that come up.

Mr Shellard advised that ANU Enterprise has been working on a DFAT Language Training Tender with CASS/CAP Language areas. It is also currently working with the Australian Centre for Applied Social Research Methods; on a professional development course with the Museum of Australian Democracy; and an opportunity with the War Memorial.

The committee explained the kinds of activities that are typical for humanities and arts disciplines. Associate Professor Message noted that the CHMS has taught professional development courses in Heritage and Museum Studies that have been co-badged with the NMA in the past. Mr Shellard stated that ANU Enterprise would be able to facilitate developing Executive Education courses in Singapore or elsewhere.

Associate Professor Ferris noted that School of Art staff are often awarded commissions and consultancies such as providing expertise for setting up the Canberra Glassworks. She discussed the potential value of having an ANU/ArtsACT footprint on the Kingston development cultural precinct. Mr Shellard advised that Professor Cardew-Hall is the best contact person for this proposal.

Action: Dr Shellard to follow up with Heads about potential opportunities for growth.

ITEM 6. Interim Director's Report

6.1 QS Top Universities Subject Rankings

The positive QS rankings results were noted. Professor Travis reported that Linguistics had dropped and the School is not sure why this is the case.

6.2 Women in STEM

Noted.

ITEM 7. Watt Review Outcomes – Feedback on Forum

It was noted that Professor Harding was very clear in explaining the impact that the Watt Review will have on Humanities disciplines.

ITEM 8. RSHA Workload Models

Postponed until a subsequent meeting.

ITEM 9. Research matters

9.1 HDR Internships and Industry Placements

Noted. This is a work in progress.

ITEM 10. Education matters

No items were discussed.

ITEM 11. Workplace Health and Safety

CASS and the School of Art have sent responses to the self-insurance project proposal to the Centre. The SoA's response will be circulated to the Executive.

Action: Mrs Shepherd to ask Ms McConchie for a copy of the School of Art response.

ITEM 12. Any other business

The next Executive meeting scheduled for Friday 22 April will be cancelled due to a number of absences. The RSHA Staff Conference, Symposia and Workshop Sub-Committee meeting planned for that day will also be rescheduled.

Action: Mrs Shepherd to contact Sub-Committee members about a new meeting time for the week starting 25 April.

The meeting closed at 3.50pm.