

# MINUTES

MEETING **RSHA Executive and School Managers**  
MEET No. **2, 2016**  
DATE/TIME Friday 11 March 2015, 2pm  
VENUE Lady Wilson Seminar Room, Sir Roland Wilson Building (120)

## Open Session: RSHA Executive and School Managers

### ITEM 1. Attendance

Associate Professor Message (Chair), Dr Bisshop-Witting, Professor Christie, Ms Dunn, Associate Professor Ferris, Dr Gustavson, Ms Knight, Ms Komidar, Ms McConchie, Professor Smith, Professor Travis, and Mrs Shepherd (Minute Secretary).

Associate Professor Message welcomed the School Managers to the first combined meeting of the year.

### ITEM 2. Minutes of Previous Meeting

The minutes were approved.

### ITEM 3. Matters Arising and Action Items

#### 3.1 CAP-CASS Working Group on Governance Report

Schools responses to the CAP-CASS Working Group report have been received and collated by Ms Knight, and Associate Professor Message thanked Committee members who had sent feedback about Advisory Boards across the Colleges. Schools feedback on collaborations with CAP have also been collated into a working log, and can be added to at any time. The information is useful for providing at-hand examples of public impact.

A Head of School meeting for CAP and CASS is scheduled for Thursday 17 March, however this meeting clashes with Professor Margaret Harding's information session on the Watt Review outcomes which is scheduled for the HASS disciplines at 11am that morning. Ms Knight will follow up to see if the meeting can be rescheduled.

The committee also discussed the CHL Review, and noted that the deadline for submissions had been extended.

It was agreed that the CAP-CASS relationship would continue to be discussed at subsequent RSHA executive meetings.

**Action:** Ms Bisshop-Witting to forward any feedback from the School of Music to Ms Knight.

### 3.2 Collections

Information provided by Schools has been received. Schools will continue to work on identifying priority and at-risk collections, which will be considered for further allocations of financial support and resourcing, perhaps through a joint RSHA-College initiative.

Professor Travis tabled information from Professor Minchin regarding the Google Cultural Institute's interest in the Classics Museum. The Institute supports over 800 cultural institutions across the world and the material is openly available on the web. The Classics collection has high resolution images and accompanying description and provenance information that would make it well-suited to the Institute. The committee discussed the pros and cons of the partnership, and agreed it might be relevant to some other collections in the Research School such as the Firth Collection. Associate Professor Ferris noted that for contemporary practice copyright and permissions could be an issue.

## ITEM 4. Interim Director's Report

### 4.1 Vice-Chancellor's Visit

Associate Professor Message thanked everyone who participated in the Visit. The tours of the School of Archaeology and Anthropology and the School of Art were particularly successful, and the PhD students and early career researchers involved in the day were outstanding.

### 4.2 Honorary degree

Associate Professor Message reported that Professor Ian Donaldson will be awarded his honorary degree at the July graduations.

**Action:** Mrs Shepherd to find out when Professor Donaldson will receive his award and advise the Committee.

### 4.3 School of Art – Major Equipment Committee (MEC) Grant

Congratulations to Dr Richard Whiteley from the ANU School of Art, who has been awarded a Major Equipment Committee (MEC) Grant to the value of \$190,000 for the project *Digital tools to enhance Visual Art and Design Research*. The funding will purchase a wide format laser printer/scanner, a water jet cutter, and a 3D printer. Professor Ennis noted that the School intends to list their digital tools on their website so students and others can access them for use.

### 4.4 Acting arrangements

Associate Professor Message will be on leave 15 March - 5 April. Acting arrangements will be emailed to committee members.

## ITEM 5. Self-Insurance project

Ms Deaner gave a presentation on the proposed WHS Governance Structure at the CASS Executive meeting held on 22 February 2016. The proposed structure includes advisory groups at various levels including Research School level, and reduces the role of local area (School-based) committees. This governance model is problematic because risk management and mitigation for areas that include fieldwork and laboratory type activities needs to include a local approach. The extra committee suggested for research school level can't work without additional resourcing and may also result in duplication of activity/effort. The proposal emphasises activities but overlooks risks associated with buildings, and does not address how risk prevention can be paid for in the case of infrastructure remediation.

Associate Professor Ferris reported that further costings are required, including set up costs for the project, as well as the inclusion of staffing and staff time. The model does not acknowledge the additional workload it would generate at the local level. Additional risks might include ones of perception - If we are self-insured we may not be seen as neutral.

**Action:** College response on the proposed WHS Governance Structure to be circulated to Committee members.

#### **ITEM 6. Performance Development Reviews**

Supervisors are encouraged to attend training sessions for the new Performance Development Reviews (PDR). Committee members discussed the new system and how it could be improved, and it was noted that feedback on the new process is still being welcomed. At the moment communication about the PDRs is only between the supervisor and the staff member. Heads of School do not necessarily see them and the Director does not see them at all. It is preferable for the loops to include all these people as it can help with performance planning and management.

It was agreed that in the future all PDR's for both academic and professional staff should go to the Head of School and Heads of School must have an option to escalate the PDR to the Director if and when required.

**Action:** Ms Knight will email a summary of these recommendations to Professor Travis, who will raise these issues at a meeting about PDRs on the 21 March.

#### **ITEM 7. Report on Singapore and Malaysia recruitment trip**

Associate Professor Ferris, Professor Smith and Dr Bennett were involved in the recruitment trip to Singapore and Malaysia. They met with agents, polytechnics, high schools and the Nanyang Heritage Board. There was a great deal of interest in the Flexible Double Degrees and opportunities for collaboration with the Nanyang Heritage Board for executive education (professional development) type courses. Participants reported that the ANU needs to increase its marketing in Singapore, and that they had made some important connections.

**Action:** Participants reports to be circulated to RSHA committee

**Action:** Associate Professor Ferris and Professor Smith to work with Associate Professor Message on a plan for extending the impact and profile of RSHA in Singapore by building two-way visiting fellow links and guest lecturing arrangements.

#### **ITEM 8. Excavation Simulation Trench Proposal – School of Archaeology and Anthropology**

Professor Smith reported that an excavation site for the teaching of archaeology is required. The School did have access to an excavation simulation site located in a paddock close to Sullivan's Creek but this site is no longer available. The Vice-Chancellor requested a paper on this matter go to the RSHA Executive for consideration and then through to the CASS Executive. The RSHA Executive endorsed the proposal and the paper will be sent to the CASS Executive for consideration.

**Action:** Ms Knight to send the paper to the CASS Executive for consideration.

#### **ITEM 9. Education/CASS Recruitment**

9.1 2016 on campus events

Noted. Committee members felt the Postgraduate Information Evening is not worthwhile as very few students come to it.

**Action:** CASS Executive to be informed that the Postgraduate Information Evening is not worthwhile.

## 9.2 HASS Showcase event – 6-7 April 2016

The HASS Showcase should feature the new RSHA alumni posters, which demonstrate the diversity of disciplines and careers of our alumni go into.

**Action:** Alumni posters to be worked on for RSHA.

## ITEM 10. Research matters

### 10.1 Case studies for research impact and National Institutes Grant

We have started to compile case studies to demonstrate research impact and ways in which the National Institute Grant has been used. Committee members were encouraged to continue to keep sending through case studies, which can include past staff and research projects. A key element of this is building a compelling narrative around research impact.

The committee discussed the tools provided to help articulate the public impact of Humanities research and agreed the CSIRO's Impact Framework is useful. They considered the Research Excellence Framework 2014 impact case studies for the University of Leicester available on the web at <http://impact.ref.ac.uk/CaseStudies/Results.aspx?HEI=123>. It was noted that the "Summary of the impact" statements were fairly short and are similar to the descriptions academics currently write for ARC grants of up to 100 words. It was noted that staff can use the template headings for their impact case studies. The key is how did the research have an impact and sometimes the impact will be long term rather than short term (e.g. in the context of public policy).

The Research Quality Measures paper discussed at the CASS Executive meeting held on 7 March 2016 was tabled and discussed. Where possible, the University would like to standardise research quality metrics.

It was noted that:

- Some metrics are suitable to some disciplines and not others
- Some areas are in low citation disciplines such as English
- Many of our disciplines are peer reviewed
- An initial response from the Research School relating to Research Quality Measures for HASS disciplines was completed last year

It was agreed that Ms Knight and Professor Travis, who will be acting Director next week, would work on a response on Research Quality Measures on behalf of RSHA and forward it to Dr Ann Evans once completed.

**Action:** Ms Knight and Professor Travis to develop a response on Research Quality Measures and forward it to Dr Ann Evans.

### 10.2 2016 Australian Academy of the Humanities Crawford Medal

Noted. Schools were encouraged to think about which Early Career Researchers could be nominated for this medal.

### 10.3 Research and Innovation Presentation

Staff were encouraged to attend these presentations. Some of the main issues addressed by Professor Harding were.

- Impact and engagement is going to be key to gaining future funding
- The Watt Review noted that the current funding drivers for the Higher Education sector are complicated, and has recommended that the funding model be simplified. The new funding model will be phased in.
- All funding from category 1, 2, 3 and 4 will be important.
- The quality indicator in the future will be category 1 grants. This will replace the current quality indicator ERA.
- ERA will be going ahead in 2018 (census date will be March 2017) so it is important that all research outputs continue to be entered into ARIES. HERDC will be discontinued.
- Higher Degree Research
  - There will be 700 HDR funded internships available. The idea is to increase the skills of HDR students.
  - A benchmarking exercise for our PhD will be held at ANU
- Measuring impact is expected to bring about cultural change within our higher education sector and drive increased impact from university research. The assessment framework will likely include both quantitative and qualitative measures, moderated by expert review, with metrics proposed by ATSE (Australian Academy of Technology and Engineering) as the starting point.

### 10.4 The Importance of Publication Collection Post HERDC

All publications need to continue to be entered for ERA.

### 10.5 Publication Collection Update

Noted.

### 10.6 2016 CHASS Australia Prizes

Noted.

## **ITEM 11. ANU Academic Board Information Sessions**

Noted.

## **ITEM 12. Workplace Health and Safety**

The Sir Roland Wilson building has been fumigated.

Ms McConchie reported that the names of First Aid Officers and Fire Wardens need to be prominently displayed in each building. She noted that anybody can use the new defibrillators by following the instructions. Special training is not necessary. Defibrillators are available in the School of Art, Sir Roland Wilson building and the Beryl Rawson building.

## **ITEM 13. Any other business**

Professor Travis reported that one of our students, Rachael Stevens, who is studying Art and English won the young ACT Young Woman of the Year.

We have been invited to nominate two academics to assess Tuckwell applications, and the committee agreed on two academics to be approached.

**ITEM 14. Next meeting**

The next meeting will be held on Friday 8 April 2016 at 2pm.

**Closed Session: RSHA Executive**

**ITEM 15. Confidential items**

No items were discussed.

Meeting closed at 4.05pm.