

# MINUTES

MEETING **RSHA Executive and School Managers**  
MEET No. **7, 2015**  
DATE/TIME Friday 14 August 2015, 2pm  
VENUE Lady Wilson Seminar Room, Sir Roland Wilson Building (120)

## Open Session: RSHA Executive and School Managers

### ITEM 1. ANU Workers Compensation Self Insurance Project

Ms Ford (CASS HR) and Ms Deaner (ANU project manager) introduced the project and its timeline. Comcare are currently the ANU's insurers but the University is investigating potential cost and performance benefits associated with self-insurance (3 other Go8 self-insure). The project is in the initial discovery phase, which will continue for another three weeks. During this phase Ms Deaner is going out to the various Schools to find out what they currently have and do. So far she has met with staff from the School of Art. Associate Professor Ferris is on the University's steering committee.

**Action:** Ms Deaner and School Managers to meet to gain School-specific information around requirements and practices.

### ITEM 2. Attendance

Associate Professor Message (Chair), Mr Buzby, Professor Christie, Ms Deaner (agenda item 1), Associate Professor Ferris (agenda items 1-6.1), Ms Ford (agenda item 1), Ms Grant (present until just prior to 3pm), Ms Knight, Ms Komidar, Professor Smith, Professor Travis, Professor Tregear (present until just prior to 3pm), Ms McConchie and Mrs Shepherd (Minute Secretary).

### ITEM 3. Minutes of Previous Meeting

The minutes were accepted.

### ITEM 4. Matters Arising and Action Items

#### 4.1 PhD student submission – maximum length of time

Dr Evans has advised that a final decision for the maximum length of time for submission has not been finalised. The current recommendation is for 5 years full time and 10 years part time but an alternative recommendation is for 6 years full time and 10 years part time. We await the final decision.

#### 4.2 Statement of Academic Activity

Ms Knight received feedback from the School of Literature, Languages and Linguistics about the new Statement of Academic Activity. Professor Tregear requested School of Music staff to give feedback through to central. Professor Travis reported that she had sent the feedback from her School to central and they were very helpful and responsive. Three briefings about the new statement have been held and a fourth has been requested.

It was noted that it is best to have meetings on Thursdays between 1pm and 2pm as this is the non-teaching hour across the University.

**Action:** Professor Travis to circulate her response to Committee members.

**Action:** Committee members to note that the Director of Planning and Performance Measurement can be invited to individual School meetings for advice. Further feedback can be directed to the central area and reported at RSHA Exec.

#### 4.3 Honorary degrees

Robyn Holmes and Andrew Farriss have been nominated for honorary degrees by the School of Music. It was agreed that RSHA would nominate both Professor Ian Donaldson and Andrew Sayers.

**Action:** Professor Ian Donaldson and Andrew Sayers to be nominated for an honorary degree by RSHA Exec. Ms Knight to do nomination paperwork and draft letter to Ian Donaldson and Andrew Sayers to let them know of nomination.

#### 4.4 Open Day – High profile HASS alumni

Most Schools have provided suggestions of high profile HASS alumni for posters and online web promotion. Ms Knight has started contacting people.

#### 4.5 Honours EFTSL load

Ms Veness has provided further information to Ms Knight about how to run the honours EFTSL load reports. At the moment it is a very cumbersome manual process with cross checking of transcripts required within Schools. It was agreed that Ms Knight would draft key points of concern for Associate Professor Message to mention at next CASS Executive.

**Action:** Collated feedback will be reported at CASS Executive by Associate Professor Message.

### ITEM 5. Interim Director's Report

Associate Professor Message reported on a number of items and a summary of these is below.

#### 5.1 Academic Titles Conferral Policy

The RSHA feedback on this policy has been endorsed by both the RSSH Executive and the CASS Executive. It has been adopted as the CASS response and sent to the University to consider. The new policy has been implemented.

#### 5.2 ANU Recruit

Ms Addison would welcome any feedback on ANU Recruit. It was agreed that School Managers would send feedback to Ms Knight for collation before the next CASS Executive.

**Action:** School Managers to send feedback on ANU Recruit to Ms Knight.

**Action:** Ms Knight to collate the feedback and forward it to the CASS Executive.

#### 5.3 Promotions

Applications for the 2015 promotion round have now closed. A RSHA Promotions Committee has been put in place to deliberate over the one A-B applicant we have received in this round.

There was some discussion about promotions, the promotions process, and the importance of accuracy, clarity, and consistency in terms of the information that is publicised to potential applicants. There was discussion about the potential role, if any, that the SAA might play in promotions as well as in broader performance planning between academic staff and their supervisors (recognising that promotion applications and SAAs have different functions).

**Action:** Associate Professor Message to seek information from LPC about whether Statements of Academic Activity are intended to be included in the promotion process.

#### 5.4 Staff Excellence awards

**Action:** Committee members to encourage staff to nominate staff members for these awards.

#### 5.5 Coombs Fellowship in 2016

There was a brief discussion on whether the Fellow in 2016 should be in Art or Literature. Professor Travis and Associate Professor Ferris agreed to discuss this. The \$33,000 set aside for the Fellowship is to cover travel and accommodation expenses.

**Action:** Professor Travis and Associate Professor Ferris to decide on whether the next Fellow should be in Art or Literature.

### ITEM 6. RSHA Space Vision

In response to the new RSSS building and the redevelopment of union court, RSHA will produce a concept design to describe the kinds of spaces, functions, and requirements unique to us. Ms Knight has drafted a preliminary narrative for an RSHA arts precinct. Comments and feedback are welcome. RSHA practice-led research professor, Chris McAuliffe will be invited to attend a meeting to talk about developing spaces for collections-based teaching.

**Action:** Committee members to send feedback and comments on the document to Ms Knight.

**Action:** Prof Chris McAuliffe to be invited to an RSHA Executive Committee meeting.

#### 6.1 Reimagine our ANU

It was noted that everyone is invited to the “Reimagine our ANU” session on Tuesday 25 August at 6pm.

### ITEM 7. Research Matters

#### 7.1 Review of Australia's Research Training System

The Australian Council of Learned Academies has been commissioned by the Minister for Education and Training to conduct a review into Australia's research training system. The review's primary focus is on ways of acknowledging and achieving world class research training models; industry relevant research training; a wide range of pathways into HDR programs; equity and support for PhD candidates from non-traditional backgrounds (including supporting Indigenous research students); and how to ensure the research workforce pipeline is secure in fields of national importance.

The RSHA needs to provide input into the review to (i) reflect the quality and successes of our large and diverse HDR programs, and (ii) to continue to press our case (within the ANU) for a maximum candidature period that accurately reflects the work of our HDR students, and for appropriate funding and support for the activities undertaken by our HDR students.

**Action:** Associate Professor Message to provide RSHA input into CASS submission through discussion with Associate Dean HDR, Dr Ann Evans.

## 7.2 Review of Research Policy and Funding Arrangements

This is an important paper for the RSHA (and ANU) as it concerns the use of the block grant. The Committee recommended that the College Research Committee (or Executive) co-ordinate the final coordinated submission for this but also agreed to collate an RSHA response, which will be informed primarily by Professor Christie.

**Action:** Professor Christie to send feedback for the RSHA submission to Associate Professor Message.

**Action:** The final version will be sent up to the CASS Executive for consideration

## ITEM 8. Education matters

### 8.1 Field schools and field research administration

The School of Archaeology and Anthropology is exploring how to more effectively manage the field schools it runs, and has drafted a document titled "Fieldwork Principles", which was tabled by Mr Buzby. There was discussion about where support for field-schools is best located – within Schools, or at Research School or College level, where there would be support and a 'repository' of information relevant to all aspects of field school coordination and support.

**Action:** Committee members to send feedback and any ideas to Mr Buzby.

**Action:** Mr Buzby to circulate the document to everyone present at the meeting.

### 8.2 Student Experience Grant

Associate Professor Message reminded everyone about these grants and encouraged Schools to put in applications.

**Action:** Schools to apply for these grants.

## ITEM 9. 2015 CHASS National Forum

Professor Christie will represent the RSHA at the forum, to be held on 15<sup>th</sup> and 16<sup>th</sup> October

**Action:** Mrs Shepherd to advise Professor Christie the correct budget code.

## ITEM 10. Workplace Health and Safety

It was reported that someone has burnt themselves with hot water in the AD Hope building and that radiation items had been audited.

## ITEM 11. Any other business

There were no items discussed.

## ITEM 12. Next meeting

The next meeting is scheduled for Friday 28 August 2015 at 2pm.

## **Closed Session: RSHA Executive**

### **ITEM 13. Confidential items**

One item was discussed.

Meeting closed at 4pm.