



MINUTES

MEETING **RSHA Executive and School Managers**

MEET No. **4, 2015**

DATE/TIME Friday 22 May 2015, 2pm

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

Open Session: RSHA Executive and School Managers

ITEM 1. Attendance

Professor Travis (Chair), Professor Pickering, Dr Bennett, Mr Buzby, Associate Professor Ferris, Ms Hodgett, Ms Komidar, Ms McConchie and Mrs Shepherd (Minute Secretary). Ms Dunn and Associate Professor Message were apologies.

ITEM 2. Minutes of Previous Meeting

The minutes were approved with the following amendments. Under item 4 after the first sentence the following should be added. It was agreed to amend the standardised phone access for HDR students to internal ANU access and local calls.

Under item 11 the last sentence should be updated to say "The first thing that could be done is to standardise Statements of Expectations within disciplines."

ITEM 3. Matters Arising and Action Items

3.1 Technology in teaching

Professor Pickering reported on this item in his Director's report below.

Ethel Tory Centre update

Professor Travis reported that crimsafe mesh has been installed in the Centre and new locks have been placed on the computers. The idea of having a computer vendor machine for laptops in that space used by both CAP and CASS is being discussed. All the stolen laptops have now been replaced in this central teaching space.

RSHA External Visitor applications

Heads of Schools reminded staff that applications closed on Friday 1 May. Mrs Shepherd forwarded the generic email about this to Heads of School.

RSHA Executive Committee membership

Professor Pickering will invite Professor Christie to be a member of the Executive as a Centre representative.

Action: Professor Pickering to invite Professor Christie onto the RSHA Executive.

ITEM 4. Director's Report

Professor Pickering reported that the CASS Executive had met with the Vice-Chancellor, Professor Hughes-Warrington and Professor Harding at which a number of items were discussed.

4.1 RTS funding

The Executive is aware that the cut in RTS funding for fieldwork and travel is making things difficult for Schools. One idea that has been raised is to have a central pool of funds available at the University level.

4.2 Technology in teaching and the Ethel Tory Centre

Professor Pickering reported the technology issues areas had in teaching and tabled the collated list which was very useful and comprehensive. He also reported the theft of computers in the Ethel Tory Centre and tabled the report on the Centre. The CASS Executive will investigate every incident and will put a report together looking at each incident. Dr Gustavson is following this up.

4.3 HERDC publications

Professor Pickering reported that he had written individually to everyone who has not gone into their publications report or have accessed it but not validated it. Currently we were down in HERDC points but hopefully it will not be down too much for 2014.

4.4 Coombs event and South East Asian exhibition

Professor Pickering congratulated everyone on the very successful Coombs event and South East Asian exhibition opening and symposium. Mrs Shepherd thanked all those people who helped organise and run the Coombs 50th celebratory evening. It was unfortunate that Professor Grabowsky's lecture on the Thursday evening clashed with the exhibition opening.

4.5 Federal budget

The OLT will be folded into a Government Department or University. The funding for the Centre for Native Title has been scrapped which is a great shame. Funding for the ARC Future Fellowship scheme has decreased down to 50.

SRE funding has been cut and the main impact of this will occur in 2019. This may mean that in the future strategic appointments may need to be reduced from 5 years to 3 years.

4.6 ERA assessors

Professor Pickering reported that he is an ERA assessor and hoped that someone from every School was an assessor.

ITEM 5. SCAPA monthly stats report for April

Members congratulated Dr Duncan Wright from the School of Archaeology and Anthropology for the Springbank Island archaeology dig being one of the top five media stories for April.

Action: Mr Buzby to congratulate Dr Wright on behalf of the Committee.

ITEM 6. Library access to digital collections

Professor Pickering reported that the Library has placed a temporary hold on ordering new resources. Professor Pickering noted that more and more publishers are moving to Open Access

online publishing and charging the author for articles to be published. This leads to a difficult situation, particularly for ECRs, as costs for publishing are being transferred to individuals. The University is considering a response.

Professor Pickering noted that the publishing of the Humanities Research journal had been on hold since 2014 and wondered what should happen with it in the future. After much discussion the Committee agreed that Professor Pickering should take up the offer from Taylor and Francis to publish the peer reviewed journal for the next three years at a cost of \$8,000 as a trial. Two issues will be published per year with seven articles per issue. Taylor and Francis is happy to have themed issues. The current editorial board will need to be reestablished with members from every School within RSHA on it. The editorial board could possibly be chaired by the Head of the HRC. Professor Pickering will contact Taylor and Francis confirming acceptance of their offer.

Action: Professor Pickering to contact Taylor and Francis confirming acceptance of their offer.

Action: Professor Pickering will approach Professor Christie to see if he would be willing to chair the editorial board.

ITEM 7. Education matters

There is one more week of semester and staff will be busily working on marking and finalising results.

Dr Bennett reported that she had attended the University Education Committee meeting held in the morning. The main items that were discussed relevant to RSHA are listed below.

- Discussion around the awarding of the University medal – they took on all the CASS Education Committee feedback on this matter. CASS would like the medal to be tied to a discipline.
- International articulation agreements and pathways. The University will have a standardised process and procedure.
- Reporting will now be required on any courses that receive less than a 60% satisfaction rating.

Professor Travis noted that Dr Johanna Rendle-Short has circulated details about a student experience grant.

ITEM 8. Research matters

8.1 ARC assessments

DECRA assessments are due to be submitted on Monday and Discovery Project assessments are due next Friday. A coordinated process for rejoinders is needed as rejoinders matter a lot. The more help senior colleagues can give in this process the better.

8.2 CASS Research Committee

Professor Travis reported that at the last CASS Research Committee each School was asked to supply three or four impact statements which are due on Monday. She encouraged each School to do this.

8.3 Office for Learning and Teaching awards

Dr Bennett reported that she has been asked to be an assessor on the panel for these awards. The assessment panel will meet in Melbourne in mid-August.

ITEM 9. Workplace Health and Safety

Ms McConchie reported that the ANU will become a smoke free campus. The mental health first aid courses being run are recommended for supervisors. Fire drills and fire warden training has been outsourced and each session had cost \$600. At first these sessions were going to be held twice a year but now they are going to be held once a year and they will be free. Professor Travis mentioned that a Managing Conflict and Difficult Behaviour course is coming up and that members of her School hope to attend this. Due to clashes with other commitments she hopes the course may be run earlier for members of staff in her School. Ms McConchie reported that the College is running in the Global Corporate Challenge again this year.

ITEM 10. Any other business

Computer rollout

Dr Ferris raised a matter of concern which was the current computer rollout. Unfortunately some staff in her School have not received like for like computers in the rollout which has led to problems and not met the School's needs. As a result the School is buying some computers out of its budget and some staff have been bringing in their own computers for teaching.

It was noted that the Macs that have been rolled out have a 21 inch screen while the old ones have a 27 inch screen. The larger screens are essential for teaching purposes.

Professor Pickering stated he will raise this with the CASS Executive.

Action: Schools were asked to send a summary of the computer issues to Mrs Shepherd for collation.

Action: Professor Pickering to raise this issue with the CASS Executive.

ITEM 11. Next meeting

The next meeting is scheduled for Friday 5 June at 2pm.

Closed Session: RSHA Executive

ITEM 12. Confidential items

No items were discussed.

Meeting closed at 3.30pm.