

MINUTES

MEETING **RSHA Executive and School Managers**
MEET No. **2, 2017**
DATE/TIME Friday 24 February 2017, 2pm
VENUE Lady Wilson Seminar Room, Sir Roland Wilson Building (120)

Open Session: RSHA Executive and School Managers

ITEM 1. Higher Degree Research Matters

Professor Christie welcomed Professor Whelehan (Dean, Higher Degree Research) to the meeting and each Committee member introduced themselves. Professor Whelehan started on 16 January and she has the strategic oversight for Higher Degree Research (HDR) matters, works with College HDR Associate Deans and Chairs the ANU HDR Committee. She works with Chancery staff so she knows what the strategic directions are for HDR matters and is establishing good working relationships with the Colleges.

Quality supervision is important and she was wondering if the ANU could offer supervisors more training. She noted that we have MOUs with international Universities and was wondering if we could leverage off these more in the HDR space. It was agreed that there is a lot of potential to develop HDR relationships not only internationally but nationally as well.

Professor Whelehan reported that she is currently working on an ANU HDR Strategic Plan which will include professional development around teaching and internships for HDR students. We need to professionalise our HDR students to enable them to meet a more competitive work environment. It was noted that in the past CEDAM (now CHELT) used to offer training but members were not sure this was still occurring and Professor Whelehan said she would follow this up. There are limited postdoc opportunities and the ANU needs to be competitive in the securing HDR students. The ANU will need to say what it can provide to HDR students in the plan.

Professor Smith noted that for the School of Archaeology and Anthropology the cost of fieldwork for HDR students is increasing and that students require adequate bioarchaeology laboratories for their work. Professor Christie raised the issue of the various types of supervisory structures. Some supervisory committees meet together with students fairly regularly and for others the primary supervisor provides academic and pastoral advice to the student and the other members step in only if and when required. Professor Whelehan stated that it is important for all members of the supervisory committee to meet regularly together with the student.

ITEM 2. Attendance

Professor Christie (Chair), Professor Whelehan (items 1 and 9), Dr Bisshop-Witting, Ms Dunn, Professor Ferris, Ms Heal, Ms Knight, Professor Lampl (from 2.30pm), Ms McConchie, Dr Mitchell, Professor Smith, and Mrs Shepherd (Minute Secretary). Ms Komidar was an apology.

ITEM 3. Minutes of previous meeting

The minutes were approved.

ITEM 4. Matters arising and action items

4.1 Leadership and Staff Development Opportunities

Committee members agreed that the Leadership and Staff Development courses offered by Human Resources are not necessarily specific enough to the institution and the disciplines of staff. There was a sense that the courses were too long and not targeted enough. It was noted that CHELT does run “Introduction to Academic Leadership in Teaching & Learning” courses (see <https://services.anu.edu.au/training/introduction-to-academic-leadership-in-teaching-learning>).

Committee members thought it would be good if targeted short courses could be run for Level Cs and Ds to help improve their performance as a whole. Some Level Cs for instance are not necessarily aware that in certain areas they are performing at a Level B. If they were aware of this they could then learn what is expected in that area for Level C and address their performance to attain the required level.

4.2 A.D. Hope replacement building bid

The two page A.D. Hope replacement building bid document has now been sent to Professor Hughes-Warrington. Ms Knight will forward a copy of the document to Dr Mitchell and Professor Smith.

ACTION: Ms Knight to forward the document to Dr Mitchell and Professor Smith.

4.3 ANU College

Associate Professor Gustavson will be attending the next meeting to discuss ANU College.

4.4 ANU Indigenous Australian Postdoctoral Fellowships Program

The email about this program was sent to Professor Simpson, Professor Morphy, Professor Carty and Dr Coates asking them to send it to their networks.

4.5 Performance Development and Review

Ms Knight circulated the Performance and Development Review User Guides and FAQ's to Heads of School for information.

4.6 School of Archaeology and Anthropology Review

Professor Smith has updated the School response to the review stating how excellent the School is.

4.7 RSHA WHS Committee

Professor Christie reported that he has approached Mr Dave McGregor to be a Health and Safety representative on the RSHA WHS Committee and is awaiting his response. We need two HSRs on the Committee and currently only have Mr Jason O'Brien. It has been agreed by CASS Executive that the School of Literature, Languages and Linguistics will be included on the RSHA WHS Committee and that SLLL should now nominate members for Committee. Professor Christie asked Dr Mitchell to nominate two or three staff members (“workers” not supervisors) he could approach to be on the Committee. Professor Christie will approach Dr O'Reilly to ask him if he would be willing to be on the University Fieldwork Advisory Group.

ACTION: Professor Christie to approach Dr Dougald O'Reilly to be on the University Fieldwork Advisory Group.

ACTION: Dr Mitchell to nominate two or three "workers" Professor Christie can approach to be on the Committee.

4.8 RSHA Funding Schemes

Professor Christie will discuss with Professor Pickering the possibility of getting a better balance between the RSHA External Visitor funding scheme and the RSHA Staff Conference funding scheme. Ms Knight has circulated the closing dates for the two funding schemes.

ACTION: Professor Christie to discuss the possibility of a better balance between the two funding schemes with Professor Pickering.

ITEM 5. Interim Director's Report

Professor Christie reported on the last CASS Executive Committee meeting he attended. A summary is below.

- Dr Nadine White briefed members on the Voice Survey responses. By and large it was very positive and Dr White is coming to the next RSHA Executive Committee meeting to speak to this.
- Professor Pickering briefed members on the Senior Management Group retreat. The College needs to develop a one page response by 31 March to the ANU Strategic Plan which includes the work RSHA does that fits in to the ANU plan. We will be able to use the RSHA Strategic Statement we worked on last year for this. A full response is required by the end of June.

The Chair asked members to seriously think about people outside the University we could nominate to be Entrepreneurial Professors. These Professorships feature in the ANU Strategic Plan and Dr Genevieve Bell, a cultural anthropologist who worked for Intel, has been appointed to CECS. Entrepreneurial Professorships are a catalytic role in which the person is: stimulating, thinks outside the box, entrepreneurial, interdisciplinary, cross-disciplinary and become members of staff based here. They could be a distinguished composer, conductor, film-maker, theatre director, gallery director etc. We need to take advantage of these positions and the Chair encouraged Committee members to send any possible names to him. He will find out from Dr Genevieve Bell a bit more about how the model works.

ACTION: Committee members to send Professor Christie the names of people who could be potentially be nominated as an Entrepreneurial Professor.

ITEM 6. ANU matters

6.1 ANU Futures Scheme

This is a wonderful new initiative, but it is problematic for RSHA as a number of really good EMCRs who have been hired recently are on fixed term contracts and therefore ineligible for this scheme in which the person involved needs to be on a continuing contract. At least 50% of the funding will be used to support female EMCRs. There are also some really good EMCRs across the Schools who are continuing and therefore eligible for the scheme. The Chair will discuss the scheme with Professor Pickering.

ACTION: Professor Christie to discuss the scheme with Professor Pickering.

6.2 Union Court Redevelopment Interim Teaching Spaces

This matter was discussed at the CASS Education Committee meeting in which model 2 was supported and not model 1. The CASS Education Committee is opposed to longer teaching hours. Due to the Union Court redevelopment there will be a flow on affect. With Llewellyn Hall proposed as a lecture theatre this will have a big impact on the toilets and the café in the School of Music building and the scheduling of public lectures and public events will be an issue in the School of Music.

6.3 New Director, Facilities and Services

It was noted that Andy Sharp will be the new Director for Facilities and Services.

ITEM 7. Workplace Health and Safety

Ms McConchie reported that writing up the Hazard register will take a lot of time. The new template came out last year and is different from the old documentation required. She will ask Mr Brokloff for assistance with this task from the Work Environment Group, as administrative support is needed, and will let RSHA know the outcome. The HASS WHS Committee has not met yet but the University WHS Committee has.

ACTION: Ms McConchie to ask Mr Brokloff for assistance from the Work Environment Group.

ITEM 8. Education matters

No items were discussed.

ITEM 9. Research matters

9.1 Higher Degree by Research – Theses by Publication/Compilation

Professor Whelehan discussed the theses by publication/compilation with Committee members after item 1. A summary of comments is below.

- The procedure may not cover everything in the HASS disciplines and be too prescriptive
- Sole authorship is not mentioned – this requires strong guidelines for the Humanities where the work must be largely sole authored. Co-authorship is common in the Sciences but not in HASS.
- Perhaps the quality of the publication needs to be included.
- Material is unclear about the linkages between the different parts of the thesis, particularly for short journal articles. An overarching structure for the thesis is required.
- ANU needs the material to have been published while they are enrolled at the ANU as a PhD candidate, which is not the case at other Universities, where a student enrolls and wants to bring previous publications with them. This requirement makes it difficult for potential Indigenous PhD students in art, music, and archaeology and anthropology.
- Performance- and art-based PhD students do a combination of a performance and an exegesis which is a reflection on their practice.

ITEM 10. Any other business

No items were discussed.

ITEM 11. Next meeting

The next meeting will be held on Friday 10 March 2017 at 2pm.

Closed Session: RSHA Executive

ITEM 12. Confidential items

No items were discussed.

Meeting closed at 3.20pm.