

MINUTES

MEETING **RSHA Executive**
MEET No. **11, 2017**
DATE/TIME Friday 30 June 2017, 2pm
VENUE Lady Wilson Seminar Room, Sir Roland Wilson Building (120)

ITEM 1. Attendance

Professor Smith (Chair), Ms Alder (for Professor Ferris), Ms Knight, Professor Lampl, Dr Mitchell and Mrs Shepherd. Professor Christie, Professor Ferris and Professor Pickering were apologies.

ITEM 2. Minutes of Previous Meeting

The minutes for the previous meeting were confirmed.

ITEM 3. Matters Arising and Action Items

A list of suggested “Entrepreneurial Professors” has been collated.

ITEM 4. Confidential Items

No confidential items were raised.

ITEM 5. Acting Director’s Report

Professor Smith had nothing to report as she had been acting Director for two days.

Mrs Shepherd noted the items listed below on behalf of Professor Pickering who will discuss these items further at the next meeting.

1. He raised Concur at the CASS Executive meeting and there will be an opportunity for general feedback.
2. The possibility of buying headphones (\$300) is being considered.
3. The issue of alternative accommodation is still being considered.

ITEM 6. Research matters from CASS Research Committee papers

6.1 ERA 2018 Draft Timetable – URC Paper

The draft timetable for ERA 2018 was noted. A summary of other comments is below.

- Three academics from the School of Archaeology and Anthropology are involved in ERA this time
- The School of Music is not participating this round
- It is important all publications are entered into Aries
- Discipline panel chairs need to be appointed at the 2 digit level by August. It was

- suggested that Professor Christie be nominated as a discipline panel chair.
- By September people need to be appointed for the 4 digit codes.

Ms Alder will check who from the School of Art and Design (SOAD) will be the discipline panel chairs at the 2 digit level. Professor Smith noted that it is good if we nominate people for the 2 and 4 digit code levels.

ACTION: Ms Alder to check who from the SOAD will be the discipline panel chairs at the 2 digit level.

6.2 Engagement and Impact – URC Paper

Professor Smith noted that the summations were put forward for the ARC Engagement and Impact pilot. The History and Archaeology summation had been put together by three staff and proved to be time consuming. Environmental Sciences also put together a summation for the trial. Hopefully the guidelines for the real pilot will be sent out soon with the ERA guidelines. It is important for the panel chairs to be on top of the requirements for engagement and impact submissions.

ITEM 7. Draft Voice Survey Action Plan

Professor Smith stated that the School of Archaeology and Anthropology has not heard the voice survey results yet. Ms Knight went through the draft Voice Survey Action Plan (which was tabled) and noted what we need to respond to and how we are going to address them. RSHA will need to report every quarter. Ms Knight asked Heads of Schools to send any suggestions, comments or feedback to her prior to close of business on Monday. The final plan is due to the College on Wednesday 5 July for submission to ANU Council.

ACTION: Heads of School to send feedback to Ms Knight prior to close of business on Monday.

ITEM 8. International Partnerships

Professor Lampl reported that he will be going to the National Taiwan University to teach for a week.

ITEM 9. Research matters

9.1 ANU Entrepreneurial Academic Scheme

It was noted that the School of Archaeology and Anthropology and the School of Music have not put forward any names for the “Entrepreneurial Professors” list.

9.2 Grand Challenges

Professor Smith reported that Heads of School attended a Grand Challenges meeting earlier in the week. The School of Politics and International Relations proposed a grand challenge theme of “Meeting the Challenges to Democracy”. Schools have been asked to each come up with their own theme. SLLL has considered the theme “Privacy”.

ITEM 10. Education matters

10.1 Extensions Flowchart to Ensure Assessment Marking Equity – CEC Paper

Professor Smith reported that assessment and the attached flowchart was discussed at length at the CASS Education Committee meeting and the flowchart was subsequently simplified. Dr Rendle-Short is concerned about the number of deferred assessments across the College. It was agreed that requests for a first extension should be considered by the course convenors at the School level and that requests for a second extension should be considered by the Associate Dean (Student Experience).

ITEM 11. Workplace Health and Safety

Professor Smith reported a Workplace Health and Safety incident in the School of Archaeology and Anthropology when someone hurt their back moving books. She also reported that a two hour meeting was held to discuss the AD Hope building and in particular disabled access between the AD Hope building and Chifley Library during the Union Court redevelopment. It was agreed that some reconfiguration work will be done in the AD Hope building including adding extra doors and the removal of an office to provide a new external door to make disabled access easier. A staff member and two research fellows will be impacted by this plan and will have to move offices.

ITEM 12. Any other business

Ms Knight reported the following items.

1. The new Centre for Digital Humanities Research lab will be launched on Tuesday 25 July at 10am to which all Committee members will be invited.
2. Six Cross-College collaboration applications have been received so far. It was agreed that a meeting to discuss the applications will be held at 1pm just prior to the next RSHA Executive Committee meeting.
3. The first Concur purchase card statements are now available for acquittal.

Professor Lampl announced the exciting news that the US band “Foreigner” will be coming here next year to give a concert in Canberra and at the Opera House which will involve the School of Music orchestra. Professor Lampl will conduct the concert. The band will also give a music masterclass while they are here. Professor Lampl stated that he had been working on a new album with them recently in Switzerland and hopes that Mick Jones (main band writer) will receive honorary status.

Committee members congratulated Professor Lampl on this exciting news.

The meeting closed at 2.49pm.