

MINUTES

MEETING **RSHA Executive**
MEET No. **7, 2014**
DATE/TIME Friday 4 July 2014, 2pm
VENUE Lady Wilson Seminar Room, Sir Roland Wilson Building (120)

Part 1. Formal items

ITEM 1. Attendance

Professor Pickering (Chair), Dr Ferris, Ms Knight, Dr Kate Mitchell (for Professor Travis), Professor Smith (for Dr Message), Professor Tregear and Mrs Shepherd (Minute Secretary). Dr Message and Professor Travis were apologies.

ITEM 2. Minutes of Previous Meeting

The minutes were accepted from the previous meeting.

ITEM 3. Matters Arising and Action Items

3.1 Staff and Student web profiles

Professor Tregear wrote an email about academia.edu which has been sent to Mr Lovrinevic, the CASS IT Manager, seeking his advice. We await his response.

3.2 Affiliation to residential colleges

Professor Pickering raised the idea of staff being affiliated to residential colleges at the CASS Executive which they thought was a great idea. Staff could talk with students about the opportunities that are available for them. The idea is being followed up with Professor Richard Baker, Pro Vice-Chancellor Student Experience. Once we have heard back Professor Pickering will email everyone in RSHA encouraging them to be affiliated with a residential college.

ITEM 4. Confidential Items

There were two items discussed.

Part 2. Reports

ITEM 5. Director's Report

ARC reports

Professor Pickering reported that he has seen all the ARC reports. Some are outstanding and others are mixed. Rejoinders are very important, are up to 5,000 characters in length and should address the most important items in the feedback. It is important to be positive in the rejoinder and to clarify any queries in the reports. It was agreed that Committee members would share their draft rejoinders to strengthen them.

Business cases

The School of Music and the School of Art will be working with Professor Pickering on one page business cases on the subsidies they receive.

Honorary Degrees

Professor Pickering asked Committee members for any ideas of people who could be nominated for honorary degrees. The two suggestions were Bob Dylan and Professor Ian Donaldson. Professor Pickering will suggest these two names at the next CASS Executive meeting.

Action: Professor Pickering to suggest Bob Dylan and Professor Donaldson to the CASS Executive.

HRC Draft Report

The HRC draft report has been circulated to the review members for comment and feedback.

Part 3. CASS matters

ITEM 6. CASS Recruitment Activity update

This item was not discussed.

Part 4. RSHA matters

ITEM 7. Education matters

HDR Fieldwork form

Dr Ferris noted that the HDR fieldwork form is not clear. Professor Pickering will follow this up.

Action: Professor Pickering to request that the form be amended so it is clear.

Masters of Liberal Arts Review

The Masters of Liberal Arts review has gone well.

Music

The credit situation has now been resolved for the School of Music.

Minor in Digital Humanities

Professor Pickering reported that it is hoped that we can get up a minor in Digital Humanities. Dr Glenn Roe will lead the discussions. Discussions will need to include Dr Ferris to see what the School of Art can offer for such a minor.

Action: Meeting to be organised by Mrs Shepherd to start the discussions.

ITEM 8. Research matters

8.1 Grant outcomes

Professor Pickering reported that Dr Christine Helliwell has been successful in gaining a linkage grant. Professor Pickering encouraged staff to start working on new linkage applications and to share the narratives with others so they can be strengthened.

HERDC return

The HERDC return for RSHA is up. Professor Pickering congratulated the School of Music and the School of Art who are the big movers which is brilliant. Articles are up and conference papers are down which is good news. There was a discussion around books and how they can have a larger public impact than articles.

ITEM 9. Workplace Health and Safety

Dr Ferris has spoken with Mr Chris Grange about compliance issues at the School of Art. Dr Ferris was advised that a new person will be hired at the Centre who will look at OHS campus wide and a scoping exercise is going to occur. The issue of further compliance is going to be managed centrally. Professor Pickering asked Dr Ferris to send an email summarising the discussion to Mr Grange.

Action: Dr Ferris to email Mr Grange with a summary of their discussions.

Part 5. Other business

ITEM 10. Any other business

L'Orfeo

Professor Tregear asked everyone to encourage people to attend the opera. It was agreed that it would be great to get the Centre for Digital Humanities Research involved in the opera. Professor Tregear was advised that Dr Glenn Roe is the person to contact in the Centre. Information about the opera will be in the Canberra Times soon.

Action: Professor Tregear to contact Dr Roe.

ITEM 11. Next meeting

It was agreed to cancel the next RSHA Executive Committee meeting scheduled for 18 July 2014 so that Committee members can attend the CASS graduation.

Meeting closed at 2.50pm.