

# MINUTES

## MEETING **RSHA Executive and Senior School Administrators**

MEET No. **13, 2014**

DATE/TIME Friday 7 November 2014, 2pm

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

## **Open Session: RSHA Executive and Senior School Administrators**

### **ITEM 1. Attendance**

Professor Pickering (Chair), Dr Bennett (for Professor Tregear), Dr Bisshop-Witting, Associate Professor Ferris, Ms Knight, Ms Komidar, Ms McConchie, Associate Professor Message, Ms Noronha-Barrett, Professor Travis, and Mrs Shepherd (Minute Secretary). Professor Tregear was an apology.

### **ITEM 2. Minutes of Previous Meeting**

The minutes were approved with the following amendments. Under agenda item 5 number 2 "Category 1" should be replaced with "Category 2 and 3". Under item 8.1 ERA it was agreed to replace the paragraph with the following "Progress is being made on ERA."

### **ITEM 3. Matters Arising and Action Items**

It was agreed that the future of the Humanities Research Journal will be discussed with whoever becomes the new Head of the Humanities Research Centre. The journal is peer reviewed and attracts HERDC points

**Action:** The future of the Humanities Research Journal will be discussed with the new Head of the HRC.

### **ITEM 4. Director's Report**

The ARC results have been released. Professor Pickering was pleased that three Discovery projects got up across the Research School. The School of Music received two of the four awarded in Australia which is an excellent outcome.

Professor Pickering stated that he was very disappointed that no DECRA or Future Fellowship applications got up across the Research School. Applications were outstanding and the result is quite bewildering. Professor Pickering is happy to be consulted about the applications and is going to write to all the unfunded applicants. He will encourage them to resubmit their applications using the feedback they have received to improve the applications.

Professor Travis reported on the CASS Executive meeting she attended on 3 November as acting Director. A summary is below.

1. A College Forum is to be held on 11 December.
2. A change of preference campaign is occurring. The first preferences for high school leavers are up and others are down at this stage. It is important to be attentive to any enquiries.
3. The idea of a College Forum to report on Academic Board matters was endorsed.
4. A CASS Strategic Research Forum is to be held on 14 November and a CASS Strategic Education Forum is to be held on 21 November. A number of Committee members stated

that they were unavailable for one or other of these. Professor Pickering agreed to discuss this with the Dean. It was noted that the Australian Academy of the Humanities Symposium is being held on Friday 21 November and that some staff would like to attend this.

5. Another ECR session is being planned for Semester 1, 2015 and is targeting those staff who did not attend the last successful session.

**Action:** Professor Pickering to discuss the dates for the CASS Strategic Research Forum and CASS Strategic Education Forum with the Dean.

#### **ITEM 5. Education matters**

##### 5.1 Vice-Chancellor's Awards for Excellence in Education 2015

Professor Pickering encouraged nominations for these awards.

##### 5.2 Draft Report: Pathways to the PhD Working Party

Professor Pickering encouraged members to send any feedback on the report to Dr Gustavsson.

##### 5.3 Three Minute Thesis competition

Professor Pickering reported that Rosanna Stevens had come second out of forty eight students in the Australian three minute thesis competition. She also won the peoples prize.

#### **ITEM 6. Research matters**

##### 5.1 ARC grant outcomes

The ARC results were discussed under item 4.

#### **ITEM 7. Workplace Health and Safety**

Ms McConchie reported that the School of Art had been audited by Comcare who came back with a number of questions. It was noted that Comcare is doing quite a lot of audits across ANU.

It was noted that the new Associate Director in the Work Environment group, Margaret Theakston, is excellent.

#### **ITEM 8. Any other business**

Professor Travis reported that the Australian Academy of the Humanities symposium is being held at the ANU on 20 and 21 November. She has liaised with the organisers who have very kindly agreed that ANU staff can attend the Lesley Johnson and Graeme Turner sessions for free. It was agreed that these sessions would be promoted within RSHA and names of any staff who wished to attend would be forwarded to Mrs Shepherd who would confirm numbers with the Australian Academy of the Humanities.

**Action:** Sessions to be promoted within RSHA and names of staff who wish to attend then forwarded to Mrs Shepherd who will then confirm numbers with the Australian Academy of the Humanities.

Performance and Development reviews for academic staff will now be completed on a yearly basis. The new forms are available on the central HR web site.

SELT scores are now available for each course and program on the web. This was so in the past but it was not as easily available. There was some concern about this as there is no context or description given. Professor Pickering agreed that the School of Music results for 2012 should be taken down as this was when the restructure was occurring. The issue of low response rates was also discussed. Schools have a number of techniques to improve the response rates including scheduling a computer laboratory session towards the end of the semester so that at the end of the class the students can complete SELT.

**Action:** Professor Pickering to raise the issue of the School of Music SELT scores for 2012 at the CASS Executive.

**ITEM 9. Next meeting**

The next meeting will be held on Friday 21 November at 2pm.

**Closed Session: RSHA Executive**

**ITEM 10. Confidential items**

No items were discussed.

Meeting closed at 3.25pm.