

MINUTES

MEETING **RSHA Executive**
MEET No. **12, 2014**
DATE/TIME Friday 24 October 2014, 2pm
VENUE Lady Wilson Seminar Room, Sir Roland Wilson Building (120)

Part 1. Formal items

ITEM 1. Attendance

Associate Professor Ferris (Chair), Ms Knight, Associate Professor Message, Professor Travis, Professor Tregear and Mrs Shepherd (Minute Secretary). Professor Pickering was an apology.

ITEM 2. Minutes of Previous Meeting

The minutes were approved with the following amendment. Under agenda item 6 the second sentence should be corrected to "She reported that:"

ITEM 3. Matters Arising and Action Items

The CASS Research Office has confirmed that Professor Denise Meredyth will be invited to give a presentation on ARC grant applications for the College. Professor Travis updated the Committee on the Spanish position.

ITEM 4. Confidential Items

There were no confidential items reported.

Part 2. Reports

ITEM 5. Acting Director's Report

Report on CASS Executive Committee meeting

1. Higher degree research report

Dr Ann Evans gave a higher degree research report. A list of overtime students will be sent to the Schools.

2. Category 2 and 3 income costing across the University

Professor Matthew Gray reported that the way the University calculates oncosts is changing. The key thing is to cost projects and proposals fully.

3. Last Lecture

Dr Ioannis Ziogas will be presenting the Last Lecture. The Committee congratulated him on this.

4. Academic Women's Writers Workshop

The workshop has been oversubscribed and it was noted that CASS has always had a large apportionment of places.

5. International Scholarships round

The international scholarships round is now occurring.

6. 2015 Budget

The 2015 budget was discussed at the meeting. School budget meetings will be held as advised.

Dr Gustavsson will be invited to an upcoming RSHA Executive Committee meeting.

Part 3. RSHA matters

ITEM 6. Humanities Research Journal

Ms Knight asked the question of who is now looking after the Humanities Research Journal. It was agreed that this is something to raise with Professor Pickering as he used to overview the journal.

Action: Ms Knight to clarify with Prof Pickering the future editorial arrangements for the Humanities Research Journal.

ITEM 7. Education matters

7.1 Academic Board

Associate Professor Ferris reported that she has attended the recent Academic Board meeting. The Bachelor of Arts Review was concluded and also the Honours Review. Associate Professor Ferris is one of three representatives from the College on the Academic Board and she asked Committee members for advice as to what is the best way to disseminate information to everyone in the College. The Committee suggested previously CASS elected members gave a presentation at another College Forum, that was useful. Also ensure briefing the RSHA Executive on Academic Board matters.

ITEM 8. Research matters

8.1 ERA

Progress is being made on ERA.

ITEM 9. Workplace Health and Safety

No items were raised.

Part 4. Other business

ITEM 10. Any other business

No items were raised.

ITEM 11. Next meeting

The next meeting will be held on Friday 7 November at 2pm.

Meeting closed at 2.50pm.