

MINUTES

MEETING **RSHA Executive**
MEET No. **11, 2014**
DATE/TIME Friday 10 October 2014, 1.30pm
VENUE Lady Wilson Seminar Room, Sir Roland Wilson Building (120)

Part 1. Formal items

ITEM 1. Attendance

Professor Tregear (Chair), Ms Addison (agenda item 5 and 11.2), Dr Jolly (for Associate Professor Ferris), Ms Knight, Associate Professor Message, Professor Travis and Mrs Shepherd (Minute Secretary). Associate Professor Ferris and Professor Pickering were apologies.

ITEM 2. Minutes of Previous Meeting

The minutes were approved with the following amendment. Under agenda item 2.2 the “Centre for Excellence in the Dynamics of Language Change” should be corrected to the “Centre of Excellence for the Dynamics of Language”.

ITEM 3. Matters Arising and Action Items

There were no matters arising.

ITEM 4. Confidential Items

There was a confidential item reported.

Part 2. Reports

ITEM 5. Acting Director’s Report

Professor Tregear reported that he had attended the Council for the Humanities, Arts and Social Sciences National Forum in Melbourne on behalf of Professor Pickering. The highlight of the forum was Professor Denise Meredyth’s presentation on ARC grant applications. Professor Meredyth is from the Australian Research Council and is Executive Director, Humanities and Creative Arts and she said she would be happy to be invited to institutions to talk about applying for grants. Below are Professor Tregear’s notes summarising what she said which he read out at the meeting.

Discovery grants — curiosity driven basic research.

Linkage grants — partnerships

When commencing a proposal. Key underlying question: ‘Why Public money should be spent on this’?

Re: track record. If you don’t have it in sufficient quantity & quality, partner your project with

someone who does.

Re: impact. Be specific, evidence-based, about impact.

Low-ranked proposals have:

- too much jargon
- contain a high rate of spelling and grammatical errors
- are badly structured and difficult to follow
- make grandiose and implausible claims about outcomes
- don't support claims of excellence or programme with evidence.
- fail to formulate a sufficiently clear and precise research question or aim
- too many questions in play.

High-ranked proposals:

- delineate a problem/object that is presently unresolved or unknown, or insufficiently developed or clarified
- demonstrate that you are seeking funding to generate new knowledge or creatively re-interpret existing knowledge
- open up a new conceptual domain or formulate an unresolved empirical problem.

HOW TO WRITE THE APPLICATION

1. Begin with a simple statement of a single central question or problem
2. Convert that into a General Aim and unfold in a series of (three or four) sub aims (using dot-points, numbered lists etc)
3. Describe the motivation for the research via an account of the current state of the research field ('Background')

Background is a statement of the problems and issues they define the current state of the field, and the key scholars and works that define this state (this is where the bulk of the references will lie)

It will also state why there are gaps in knowledge that the project will address.

Significance and Innovation statements show how the project will address these gaps, thereby make a contribution to knowledge.

Approach and Method lays out the manner in which the research will be conducted, including the sequence of phases, the methods employed at each stage, the time-line, and the conclusion.

NOTE: The budget and budget justification are examined very closely. Ensure that there is clear reasoning supporting justifiable expenditure.

The RSHA Executive Committee agreed that it would be good to invite Professor Denise Meredyth to come and give a session on applying for research grants at the College level. Mrs Shepherd will contact the CASS Research Office suggesting this.

Action: Mrs Shepherd to contact the CASS Research Office about inviting Professor Meredyth to ANU.

Part 3. RSHA matters

ITEM 6. CASS funded computer replacement 2015

Ms Addison updated the Committee on CASS funded computer replacement for 2015. She reported that:

- The College is making a one off investment in new computers that will be purchased this year;
- The computers will be for RSHA and RSSH academics only;
- Administrative staff computers will not be replaced;
- The CASS IT Manager is working on a plan (that is not complete as yet) for the rollout which will be completed in 2015;
- While the focus is on replacing the older computers CASS IT will be working with schools so for example the academics get the new machines with existing still serviceable machines being provided to for example Higher Degree Research students;
- To ensure the minimum disruption to academic staff the rollout will be paced to align to the UDS and workspace projects. This means the rollout will take a bit longer but this will be offset by minimising the need for academic staff to receive staggered updates of standard operating systems and other new software;
- The rollout will assist CASS IT prepare a three year plan for management of the computer stock noting that CASS does not currently have a complete picture of all the IT assets within the schools;
- Decisions have not been made as yet about what PCs will be purchased but it will include MACs;
- The CASS IT Manager is the contact point for the rollout plan.

Some RSHA Executive members indicated a preference that Mac Air with monitors should be available as many staff are preferring this desktop set up.

ITEM 7. Staff giving

Professor Tregear received a report recently about giving across the ANU and learnt that a very small percentage of ANU staff make donations to ANU Endowments. Professor Tregear raised the idea of encouraging senior staff across the Research School to donate to an endowment of their choice. Donations as little as \$5 can be made. Committee members felt uncomfortable raising this idea with their staff as they already donate to the University with their time. In response, Professor Tregear emphasised the importance of distinguishing between giving to support the work of an organisation, and giving to support a discipline.

ITEM 8. Education matters

8.1 Enrolments for 2015

The Schools reported that the Open Day felt better this year and there was lots of good feedback about it. It was noted that the School of Art alumni posters are fantastic and the issue of fees did not come up.

The School of Literature, Languages and Linguistics is looking at opening the Ethel Tory centre for next time to showcase it. The idea came up that in the future it would be good to co-ordinate

the RSHA precinct and combine forces. At the moment because the School of Art and School of Music are on the edge of campus they feel on the periphery. A suggestion was made that next time it would be good to have a Discovery trail that starts at the School of Archaeology and Anthropology and then continues to the School of Literature, Languages and Linguistics, the School of Art and the School of Music. This would then encourage more potential students to the outer periphery of the RSHA buildings. Everyone thought this was a fabulous idea.

The Open Day went well so hopefully there is a good flow on in enrolments. The School of Art and the School of Music have had more enquiries this time so hopefully we can convert more potential students into actual enrolments for next year.

ITEM 9. Research matters

We are waiting to hear about the DECRA and Discovery grant outcomes.

ITEM 10. Workplace Health and Safety

No items were raised.

Part 4. Other business

ITEM 11. Any other business

11.1 Coombs Fellowship

Professor Tregear reported that Andrew Farriss will be the Coombs Fellow for next year. He was the keyboardist and chief composer for the famous band INXS so it is fabulous that he has agreed to come. He will come for 6 weeks and will be doing a range of things while he is here with staff and students. The Drill Hall Gallery no longer wants to keep the Coombs Fellow honour roll and one idea suggested is to put it in the Wig and Pen at the School of Music. Next year is the 50th anniversary of both the Coombs Fellowship and the School of Music so events will be planned where a relaunch/rehang of the honour roll can be included.

11.2 New Spanish position

Professor Travis reported that the new Spanish position has been advertised but with the new recruit system going live the old link is no longer working. Professor Travis and Ms Komidar have followed this up with a number of staff but unfortunately a forward on the link has not yet been organised. This is a big problem for the School and as a result the closing date will probably need to be extended. Ms Addison offered to follow this up to make sure a forward is placed on the link.

Action: Ms Addison to request a forward on the link.

ITEM 12. Next meeting

The next meeting will be held on Friday 24 October at 2pm.

Meeting closed at 2.30pm.