MINUTES

RSHA Change Management Steering Committee

MEET No. 3/2013
DATE/TIME Monday 5 August 2013 / 8.00 - 9.00am
VENUE CASS Meeting Room 3, Beryl Rawson Building (13)

Part 1. Procedural Matters

ITEM 1. Attendance:

Dr Nadine White (Chair)
Professor Toni Makkai
Professor Howard Morphy (by phone)
Ms Linda Addison
Associate Professor Kylie Message
Professor Jane Simpson

Apologies:

No apologies

In attendance:

Mrs Rosemary Shepherd

The meeting opened at 8.00am.

ITEM 2. Minutes of previous meeting:

Minutes were accepted without changes.

ITEM 3. Matters arising and action items:

3.1. Amendment of meeting notes, FAQ and summary log text

These have all been completed.

3.2. Website – confirmation of approval and documents uploaded

Ms Addison stated she would check after the meeting that the documents have been uploaded to the web site.

Action: Ms Addison to check the documents have been uploaded.
3.3. Meeting with IHUG administrative staff

Ms Addison reported that she would be meeting with the IHUG administrative staff today.

ITEM 4. Confidential items

No items were discussed.

Part 2. Matters for noting

ITEM 5. Submissions received

Each Committee member gave their feedback on the submissions received. It was noted that no submissions had been received from the School of Art but maybe this is because a clear statement was made in the working party report of where they stand in relation to the proposal.

The Chair and Mrs Shepherd will check to see if a submission has been received from the NTEU.

ITEM 6. Issues raised by submissions

The key issues raised by the submissions and discussed by the Committee members are listed below.

- The fourth proposed outcome of making “more visible the emerging strength in Heritage and Museum Studies and locate it within the School of Archaeology and Anthropology” is unproblematic.
- The School of Language Studies and the School of Cultural Inquiry saw opportunities in joining together.
- Most submissions in relation to IHUG agreed that it should morph into something else. The details for each of the groups/centres within IHUG will need to be considered as to where they are best placed. A number of suggestions were given as to where the HRC and the Digital Humanities Hub could be located.
- It is clear from the submissions that the art history staff do not wish to go to the School of Art. The art history staff wish to stay with their humanities colleagues currently in the School of Cultural Inquiry.
- There were many submissions in relation to the detail of budgets and autonomy. It was noted that centres may be attached to a School and have separate budgets as is the case with the Australian National Dictionary Centre which is attached to the School of Language Studies.
- Principles will need to be agreed on in relation to the naming of Schools.
- About 1/3 of the student submissions raised the issue of tutorials. It was noted that FAQ’s on this matter were posted to the CASS web site on Friday. It was agreed that those students who brought this up as an issue would be sent an email advising them of the FAQ’s after making sure that they are updated to cover everything mentioned in their submissions. It was agreed that students could discuss any particular concerns about this matter with their relevant Head of School.
- The Interdisciplinary Cross Cultural Program for PhD students is a great strength which we need to keep. Graduate students who are part of this program would go to the School where the supervisor is placed.
- It was noted that there are administrative concerns about Gender Studies. This matter is not part of the RSHA Change proposal but will need to be followed up in a separate process.

Action: Ms Addison and Mrs Shepherd to follow up the matters in relation to tutorials.
Part 3. Other Business

ITEM 7. Other business and questions

It was agreed that those people who put in submissions would be approached to see if they would be willing to have their submission published on the RSHA intranet. Those who agree to this will have their submission published next week. A management commentary will be available the week after that. It was agreed that late submissions can be accepted prior to the management commentary being released. The web site will be updated to say that submissions are now closed and thanking those people who have provided submissions.

Action: Mrs Shepherd to send out an email asking for permission for publication of each submission.

ITEM 8. Next meeting:

It was noted that the next meeting will be held on Monday 12 August 2013, from 8am to 9.30am in Meeting Room 3 (BRB). This meeting will be in a workshop format. Professor Morphy will be an apology for this meeting.

Meeting closed at 8.50am.