MINUTES

MEETING RSHA Change Management Steering Committee
MEET No. 5/2013
DATE/TIME Friday 16 August 2013 / 10.00am
VENUE CASS Meeting Room 3, Beryl Rawson Building (13)

Part 1. Procedural Matters

ITEM 1. Attendance:

Dr Nadine White (Chair)
Professor Toni Makkai
Ms Linda Addison
Associate Professor Kylie Message
Professor Jane Simpson (until 11.00am)
Professor Howard Morphy (on the telephone)

In attendance:

Ms Suzanne Knight

The meeting opened at 10.05am.

ITEM 2. Minutes of previous meeting:

Changes to be made:

- Item 10.1.4- remove last two sentences
- Item 10.2, bullet 6- add “in conjunction with Director and Dean”
- Item 10.2, bullet 9- clarified process for naming School to be recommended by Steering Committee

ITEM 3. Matters arising and action items:

3.1. Publication of approved submissions on website

Confirmed

3.2. Permission from NTEU to publish submission

Confirmed

3.3. List of suggested names for Schools
Noted. The committee decided that for the new School established by merging the School of Cultural Inquiry and Language Studies, the working party will advise on a name and report back to this Committee. The Steering Committee will then make the final decision.

3.4. School of Art late submissions to working party received

Noted

3.5. Summary of key themes and issues raised in submissions

Noted.

ITEM 4. Confidential items

No items were discussed.

Part 2. Matters for noting

ITEM 5. Proposal to integrate Art History within the School of Art

The committee noted the submissions received about the proposal to integrate Art History from the School of Cultural Inquiry with the School of Art.

It was noted that the submissions from the School of Art about the proposal were positive whereas the majority of submissions from the staff in the School of Cultural Inquiry were not.

The committee discussed the various issues raised in the submissions. The discussion raised the additional consideration that if Art History moved from the School of Cultural Inquiry to the School of Art whether there would be value in creating a Centre for Art History and Theory within the School of Art.

The committee noted the positive suggested outcomes made in some submissions that the integration would assist in building greater links and profile for both art history and theory. It was concluded on balance that the positives associated with the proposal outweighed the negatives.

ITEM 6. Summary advice on key themes and issues of submissions

Noted. The committee indicated that some further work was required to reduce duplication of points and to ensure the commentary and headlines under which appeared aligned.

Action: Ms Knight to review and revise summary and circulate to members for feedback to enable finalisation before the next meeting.

ITEM 7. Advice received from members on IHUG Centres

Noted
ITEM 8. Resolve final decision on proposed structure

1. **To establish a new School, bringing together the current School of Language Studies and the School of Cultural Inquiry, excluding Art History. The School of Cultural Inquiry and School of Language Studies will be disestablished.**

   The committee noted that there was general support for this proposal and it should proceed. The working party will be asked to consider the name of the new school and advise the Steering Committee who will make the final decision on the name of the new School.

2. **Strengthen Art History and Art Theory through the integration of Art History from the School of Cultural Inquiry into the School of Art.**

   The committee noted the concerns of the Art Historians located within Cultural Inquiry but on balance was persuaded as to the merits of the proposal and resolved to support it.

   It was further agreed that the steering committee would ask the implementation working party to consider and make recommendations about the establishment of a Centre for Art History and Theory.

3. **Disestablish IHUG through the co-location of research centres wherever possible with AOUs to provide a strong sustainable base and enhance research capacity within the AOU, while recognising and preserving the governance and financial structure of the centres to ensure that they play an important interdisciplinary role across RSHA, the College and the University.**

   The committee resolved to recommend the disestablishment of IHUG with the following recommendations made consequentially.

   The committee resolved that the placement of the Institute for Professional Practice in Heritage and the Arts and the Master of Liberal Arts and ICCR programs in a new Centre for Heritage and Museum Studies, School of Archaeology is supported and should proceed as outlined in the proposal.

   The committee resolved to recommend that the HRC be moved to the proposed new School but that it is maintained as an independent entity within it, analogous to the Australian National Dictionary Centre.

   The committee noted that the Freilich Foundation requires strong and independent branding and its donor is a key stakeholder to be consulted. Accordingly the committee recommends that the CASS Dean, RSHA Director, Director Alumni Relations and Philanthropy, the Freilich Foundation Fellow and the donor Mrs Valmae Freilich meet to consider the location of the Freilich Foundation within the College.

   The committee recommended that the DHH should report to and be managed by the CASS Research Committee, with DHH funded staff appointments to be located in Schools. It recommends that a working party is established to make recommendations about the implementation of these new arrangements.

   The committee further recommends that a working party chaired by the Director of Facilities and Services with the CASS General Manager and Heads of Schools as members be established to address accommodation questions and issues arising from the implementation of the recommendations made in response to the RSHA change proposal.

4. **Make more visible the emerging strength in Heritage and Museum Studies and locate it within the School of Archaeology and Anthropology which would be renamed the School of Archaeology, Anthropology, Heritage and Museum Studies.**
The committee recommends the creation of a Centre for Heritage and Museum Studies to be located within the School of Archaeology and Anthropology. The committee does not support the renaming of the School.

**ITEM 9. Creation of Implementation Working Parties**

It was confirmed that working parties should consider common and general principles regarding structure and staffing, with a set of principles that may be specific to that School or Centre. Working parties should have representation from professional staff and IHUG professional staff would be invited to participate in working parties for the HRC and Digital Humanities Hub.

Working parties will be:
- School of Art Working Party;
- Schools of Language Studies and Cultural Inquiry Working Party;
- Centre for Heritage and Museum Studies Working Party;
- Humanities Research Centre Working Party;
- Digital Humanities Hub Working Party;
- Space management Working Party.

The CASS 2009 College Integration working party guidelines will be used as a template to develop a pro forma for the committee to consider at the next meeting.

**Action:** Ms Knight to develop a pro forma draft and circulate to members for feedback by COB Tuesday 20 August, with a final version ready by COB Thursday 22 August.

**ITEM 10. Updated latest additions to summary log**

Noted

**Part 3. Other Business**

**ITEM 11. Other business**

The next steps to developing the implementation plan were discussed. Once this is approved by the VC it will be published on the website and be forwarded to the stakeholder group.

The Implementation Plan will include:
- A recap of the proposed outcomes;
- A summary of the submission feedback;
- Recommendations and rationale;
- Next steps in establishing working parties with principle guidelines for each

Ms Knight will develop draft documents to be circulated to members before COB Tuesday 20 August, with member feedback and final document ready by COB Thursday 22 August.

**Action:** Ms Knight to develop a draft implementation plan to circulate to members for feedback by COB Tuesday 20 August, with a final version ready by COB Thursday 22 August.
ITEM 12. Next meeting

The meeting scheduled for 8.00am Monday 19 August was cancelled.

The next meeting will be at 8.00am on Monday 26 August, Meeting Room 3, BRB,

This meeting will sign off on final versions of documents of implementation plan and working party guidelines.

Professor Morphy will phone in for this meeting.

Meeting closed at 11.10am.