MINUTES

MEETING RSHA Change Management Steering Committee
MEET No. 6/2013
DATE/TIME Monday 2 September 2013 / 8.00am
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
Professor Howard Morphy

In attendance:

Ms Suzanne Knight

The meeting opened at 8.00am.

ITEM 2. Minutes of previous meeting:

Changes to be made:

• Item 3.3- change to reflect naming only for the new School established by merging the School of Cultural Inquiry and Language Studies.

ITEM 3. Matters arising and action items:

3.1. Draft RSHA restructure working party guidelines

Noted

3.2. Draft RSHA implementation plan

Noted

ITEM 4. Confidential items

No items were discussed.
Part 2. Matters for noting

ITEM 5. Updating the response timetable

As the committee is now slightly behind schedule for the release of the Steering committee response to the submissions, this information needs to be changed on the RSHA Change website.

Action: Ms Knight to inform CASS Marketing of changes to the date of the release of a response on the RSHA Change website.

ITEM 6. Response to submission from PhD student to ANU Council

It was noted that responses have been sent from the Chancelry and the RSHA Director in relation to recent submissions.

Action: Professor Morphy to respond to queries.

Part 3. Other Business

ITEM 7. Other business

The committee discussed at length the draft RSHA restructure Implementation Plan and Working Party guidelines, noting that Ms Knight would amend and circulate to all members for comment, with final versions to be ready for approval at the next meeting.

A number of Chairs to the working parties were suggested. The membership details of the working parties will be established once the Chairs to these working parties are confirmed.

Action: Ms Knight to amend the draft implementation plan and working party guidelines as discussed and circulate to members for comment, with a final version ready for approval at the next meeting.

ITEM 8. Next meeting

Due to absences the meeting scheduled for 8.00am Monday 9 September was cancelled.

Ms Knight will notify the committee by email of an alternate meeting time.

Meeting closed at 9.10am.