Staffing update

This executive meeting was the first chaired by Associate Professor Diana Glenn in her new role as Dean. Professor Graham Tulloch was thanked for his work and dedication during his time in the role.

We welcome a number of new staff starting over the coming weeks and months, including Dr Kalinda Ashton in Creative Writing, Antonis Litinas in the Logos Centre and Emily Davis who will be taking a temporary office in the School as PA for Jeri Kroll in her position as Dean of Graduate Research.

Dr Giselle Bastin and Associate Professor Kate Douglas are congratulated on their success in the recent round of promotions.

Electronic communication

Student completion and enrolment has recently been hampered by staff not attending to administrative emails. These correspondences are an essential part of keeping the School running, and should always be attended to in a timely fashion.

Enterprise Bargaining Agreement

Changes will occur to academic leave procedures in light of the recently approved EBA and will affect all academic staff who are encouraged to familiarise themselves with the new arrangements.

Research matters

Associate Professor Phiddian is congratulated for having secured the hosting rights to the Australian Consortium of Humanities Research Centres for its first 3-year term.

The FIRtH Reference Group has been established with the following membership to advise on steering the activities of the Institute: Jonathan Bollen; Steve Brown; Gillian Dooley; Kate Douglas; Lina Eriksson; Jeffrey Gil; Steve Hemming; Jennifer McKinnon; David Sornig; Michael Tsianikas.

SAMs and Mark sheets

There continue to be problems with the submission of SAMs and mark sheets. Failure to complete forms properly or submit them on time can create significant amounts of work for administrative staff, whose time can be better utilised.

Late submission of mark sheets in particular can affect a student’s ability to graduate or gain admission to a higher degree. Staff must finalise their grades prior to taking leave at the end of each semester.

School Services, Web Pages, OHS&W Reports  Full report available online

Academic and general staff who need to complete online OHS&W Supervisor Training have been notified recently. The training is not overly time consuming, and is not optional. If you have been sent a reminder, please complete your training.

Web pages

The School of Humanities Home Page now has a rolling picture feature. If you have any images that could be added to the feature, please contact Wendy Hill. Photos should be approved by the relevant Department, and approval given by any individuals who are recognisable in the images.

Lynn Hill is happy to make any other changes to School websites, and a request should go to him in writing.