Flinders University  
Faculty of Education Humanities and Law  
School of Humanities  
School Board

A meeting of the Board of the School of Humanities was held in the Council Room, Registry Building, on Monday 29 August 2011 at 3pm. 
Katherine Sutcliffe (Acting Executive Officer)

Present: Liz Boase (Theology), Eric Bouvet (Acting Associate Head, Academic), Diana Glenn (Dean and Chair), Judy Kuckhahn (Manager, School Resources), Dymphna Lonergan (ECWAS), Colette Mrowa-Hopkins (Language Studies), Robert Phiddian (Deputy Dean), Daniela Rose (Language Studies), Craig Taylor (Philosophy), Michael Tsianikas (Language Studies), Karen Vered (Associate Head, Research and Director of FIRTh), Mike Walsh (Screen and Media), Tom Young (Screen and Media).

Apologies: Stephen Downs, Luciana d’Arcangeli, Steve Brown, Steve Evans, Julia Erhart, Melanie Swalwell, Maggie Ivanova, Jane James, Donald Pate, Katie Cavanagh, Andrew Gleson, Giselle Bastin, Olga Sanchez Castro, Theodor Wyeld, Maria Luz Long, Maria Elena Lorenzini, Christine Nicholls.

Minutes 1/11

1. Matters to be added to the agenda
No matters were added to the agenda.

2. Minutes
The minutes of the School Board meeting held on 22 October 2010 were confirmed.

3. Business Arising from the Minutes
There was no business arising from the minutes.

4. Dean of School’s Report
Associate Professor Diana Glenn reported and discussed the following items:

4.1 Staff changes
Please refer to attached document – HSB01/11-01

4.2 AUQA self-review audit, 25-27 July 2011
The University underwent a self-review audit recently, in preparation for the formal audit in March 2012, which will have a focus on internationalisation and teaching.
Feedback from the audit included:
- University staff are engaged and well informed;
- University Council is operating effectively;
- C2R2 has resulted in improved courses;
- changes to domestic course approval processes will bring them in line with international processes;
- the role of Academic Senate is unclear, particularly in regards to its links with University policy;
- tensions between the centralisation and devolution of responsibilities to Faculties where, for example, a faculty interprets and implements University policy in its own way;
- there is a lack of clarity around the new school based budgeting system.
5. **Report from the Associate Head Academic**  
Dr Eric Bouvet reminded all that the timetable release time has been brought forward University-wide, and that Katy Hasenohr will continue to work with Directors of Studies to compile timetable room bookings.

The submission of SAMs for semester 2 has not gone well, with a significant number of incomplete or incorrect SAMs submitted. Many are still outstanding which has implications for mark-sheets and the School Assignment Office.

Following an internal School enquiry about the function and purpose of supplementary assessment, it has become clear that the University and the Faculty’s policy on supplementaries is ambiguous. This item will be discussed at the upcoming September Humanities Teaching and Learning Committee.

6. **Report from the Associate Head Research**  
Associative Professor Karen Vered provided a summary of staffing arrangements in FIRtH, including the appointment of Lisa Bennett at 0.5FTE until the end of the year in the light of Rebecca Vaughan being the successful candidate for the Research Coordinator position based in the Faculty.

Karen encouraged people to actively recruit capable and appropriate postgraduate students, and reminded members that top-up scholarships are available (see [http://www.flinders.edu.au/scholarships/](http://www.flinders.edu.au/scholarships/)). Karen also reported that FIRtH’s ‘Competing in the Job Market’ seminar series has drawn so much interest, it is now open Faculty wide, with input from all schools.

7. **School Services, Web Pages, OHS&W Reports**  
This report was tabled at the meeting (attachment HSB1/11-02)

9. **Any Other Business**  
There was no other business.

10. **Next Meeting**  
TBC

11. **Community Voices Presentation**  
Tom Young, from the Screen Production section kindly joined the group to discuss and screen television commercials developed and produced by Screen Production students.

The meeting closed at 3.50pm

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**CONFIRMED:** 
Associate Professor Diana Glenn (Chair)
School Board, School of Humanities