MINUTES
Emeritus Faculty
Australian National University

Minutes of the 61st meeting of the ANUEF Committee held at 3.30 pm on Wednesday 6 April 2005 in the Molony Room, Fellow's Lane Cottage, Fellows Lane.

1. Apologies

Peter Stewart, David Walsh

2. Minutes

The Minutes of the 60th Meeting were confirmed.

3. Business Arising from the Minutes

3.1 Election of Deputy Chair

The only nomination received for Deputy Chair was Peter Stewart. The Committee resolved to appoint Peter Stewart as Deputy Chair.

3.2 Revision of Constitution and Membership Rules

At the March meeting it was agreed that (a) Peter Stewart should author the 'Introducing the ANUEF' document in consultation with colleagues, and (b) that the Secretary should submit a tidying up of the Constitution and the Membership By-Laws.

(a) Peter Stewart's Document was accepted without amendment, subject to the additions mention in (b) below.
(b) Several changes were made to the revised Constitution, one of the being that paragraph 3 and paragraphs 7(b) and
(c) should be moved from the Constitution to Peter Stewart's 'Introducing the ANUEF'. All other changes are to be circulated for confirmation by the Committee and then put to the members at a special general meeting in June.

4. Reports

The Committee considered the following reports.

4.0 Chair's Report Peter McCullagh

4.0.1 The Chair reported on the latest developments with regard to the extension of the Honours Electives to secondary Schools. Many had expressed interest from the ACT to as far away as North Queensland. He is looking into a new technology called Moodle Wiki which is taking over from WebCT is distance Education.

4.0.2 The Chair and Nik Fominas reported on the 'ANUEF Briefings' project. Approaches had been made to a member of the ACT Legislative Assembly who had advised on making approaches to both Parliamentary Libraries and public service Heads. However, the Chair's request for nominations of Speakers and Presenters had only resulted in one nomination. This needs to be followed through.

4.0.3 Nik Fominas reported on continuing discussions with ADFA and Defence

about a course on national security issues.

4.1 ACT Govt. & Industry John Sandeman
John Sandeman reported on technical issues with the solar energy project. The need is to persuade the ACT Government to support the project.

4.2 ANU Civic Interface John Grant

4.3 Media Ian Mathews
Ian Mathews reported that the next 'News' would be coming out in June. Also he would be writing a short story for *ANU Reporter* on recent developments.

4.4 Web Site Nik Fominas
Nik Fominas reported on changes to the web site which will make it compliant with the Privacy code.

4.5 Membership Officer Verna Rosling

4.6 External Outreach Barry Ninham
Barry Ninham stated that the outreach program was more or less on hold until the ANUEF had codified its views on the expansion of the membership to other towns. He said that he felt this expansionary move had not yet been completely accepted. However, he said that, within Canberra, there was much potential in a closer relationship with the Friends of the Botanic Gardens. The Chair was asked to discuss this idea with Mary McCullagh who is involved with the Friends of the Botanic Gardens.

4.7 Ideas for the Future Peter Stewart

4.8 Office Manager David Walsh

4.9 Events Giles Pickford

4.10 Treasurer's Report Peter Scardoni
Peter Scardoni tabled the Accounts as at 6 April. The Committee agreed to accept the accounts and agreed to the payments that had been made.

5. Other Business

5.1 Proposed Annual Report

The Committee approved the draft annual report subject to the addition of 'Professor, Dr, Mr, and Ms' to the names of the people in the thumbnail sketches.

5.2 Emerging Artists Support Scheme

The Committee noted that an amount of $5,000 has been forwarded to the ANU School of Art as a donation from the ANUEF for the support of an emerging artist.

5.3 Committee Procedures

The Committee procedures policy document was approved. The final wording of the document is attached to the Minutes.

5.4 CHASS Reference Group

The Secretary reported that he had circulated the members seeking expressions of interest in joining a group that could assist CHASS with its lobbying on behalf of the Humanities and Social Sciences. Only one person had expressed an interest. It was resolved to ask that volunteer if he could invite four or five other members from diverse disciplines to join him in this project.

6. Meeting Schedule

4 May, I June, 6 July, 3 August, 7 September, 5 October, 2 November,30 November, **AGM** 7 December.

GP 25/3/05

ACTION SHEET

Name	**Action**	**Status**
GP	Revise Constitution (Admin Details) 2nd Draft	Done
PSt	Add Paras to Draft Aims Document -	
PMc	Extend Elective to Schools	Continuing
PMc	Develop 'Briefings' with Nik F	Continuing
JS	ADFA Course	Continuing
JS	Solar Energy	Continuing
IM	Produce next 'News'	Due in June
VR	Follow through on Member Renewal	Continuing
GP	Canvas Mem on Excursion to Adelaide First Circular	Done
GP	Complete Annual Report	Done

ADDENDUM ANU Emeritus Faculty Committee Procedures

An Agenda Committee (Chair, Secretary, Deputy Chair) will meet prior to the committee meeting to decide agenda priorities, allocation of time, what may have to be deferred, with the intention of limiting full committee meetings to 60-90 minutes. The Chair will indicate at the beginning of each committee meeting the approximate measures of time, priority, and continuance (or decision, as necessary) recommended by the Agenda Committee. Any item that is in 'unfinished business' at the end of a meeting will be first on the Agenda for the next meeting.

Committee meetings will begin at 3.30 pm and aim to finish at between 4.30 pm and 5.00 pm.

Committee agenda items should not be seen as an opportunity for a wide ranging discussion, unless the meeting decides at the outset that this is what is needed. Generally speaking discussants should speak once to any agenda matter, and contribute further only if invited by the Chair to speak again.

If an issue is complex and potentially contentious it will be referred to a sub-committee of the interested parties, with the members of these to guide and structure discussion at the full committee level.

Not every 'portfolio' needs be reported at each meeting. As a general rule a

portfolio will not be discussed unless there is a written attachment on the Agenda. A portfolio will be discussed at the request of the portfolio convenor.

prs 21.2.05