

**GRC Executive meeting**

**Date:** 30 March 2010  
**Attendees:** Todd Bennet, Damian Grenfell, Anne McNevin, Martin Mulligan, Victoria Stead  
**Apologies:**  
**Minutes:** Todd Bennet

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<th>Item</th>
<th>Notes</th>
<th>Agreement/Action/Responsibility</th>
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<td>Minutes Executive meeting 23/2/10</td>
<td>Todd tabled Minutes of previous meeting.</td>
<td>Approved</td>
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<td>Upload to share drive and staff intranet.</td>
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| School Strategic Plan Consultation Paper        | Document considered as a whole, with proposed school name considered separately  
|                                                 | As a strategic document it has limited implications, although it is missing ‘critical thinking’ as a core quality gained by graduates of our programs  
|                                                 | There is strong opposition to the proposed school name and agreement that the word ‘Global’ must be included  
|                                                 | Use of the term ‘international’ rather than ‘global’ is regressive.   | Martin to email Dean of school outlining agreement that:  
|                                                 |                                                                       | we are happy with the wording of the document, whilst noting ‘critical thinking’ is missing as a core quality gained by graduates of our programs  
|                                                 |                                                                       | whilst we do not propose a specific name (and so risk sounding parochial), we do feel it is essential that the word ‘Global’ be included  
|                                                 |                                                                       | there should be time for the discussion of one or two proposals before the School Executive makes its final decision, and that there should be the opportunity for final submissions to be made to the School Executive before it makes its final decision. |
| Seminar series                                 | Research Lounge booked 11 August, 8 September and 13 October  
|                                                 | Proposed speakers/topics:  
|                                                 | 11 August – Erin Wilson with Oxfam, on climate change in relation to Copenhagen, and possibly linked to refugees | Speaking times: 20 minutes for individuals, 30 minutes (total) for joint presentations  
|                                                 |                                                                       | Need to develop protocols around question time |
| **Seminar series** | Research Lounge booked 11 August, 8 September and 13 October  
Proposed speakers/topics:  
11 August – Erin Wilson with Oxfam, on climate change in relation to Copenhagen, and possibly linked to refugees  
8 September – Anne McNevin on migration  
13 October – Martin Mulligan (possibly with Robyn Eckersley) on climate change  
All talks will tie in with two special volumes of Local-Global (see following agenda item)  
Need to limit speaking time and question time to encourage broad participation and attendance  
Papers need to be presented as mature and well developed arguments.  
Speaking times: 20 minutes for individuals, 30 minutes (total) for joint presentations  
Need to develop protocols around question time |
| **Local-Global** | Proposed schedule:  
- Regenerating Community conference (first half 2010)  
- Special issue on climate change adaptability or refugees/migration (late 2010)  
- Globalisation and linguistic diversity - proposal from Lyn Li, with list of authors and topics to follow (2011)  
- Volume of essays from GRC staff (2011)  
Operational issues:  
- Need clarification on process for approval of a volume, and standardisation of process for developing a volume  
- Hard copies of journal are preferable but difficult to fund so need to encourage partner organizations to contribute  
- Series editors need to be more active and strategic in terms of approving volumes and number of  
Produce both special volumes: refugees/migration (late 2010) and climate change adaptability (early 2011)  
Series editors: Anne McNevin, Martin Mulligan and Paul James  
Refereed articles have 4000-7000 word limit. Non-refereed articles can be anything from 1000 words  
Strong support for an edited collection of essays. |
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<th>Emergency procedures</th>
<th>Anna Trembath’s evacuation from East Timor highlighted need to develop stronger safeguards and processes for GRC staff overseas. Incident reporting is now available through ESS although it does not have the functionality to deal with incidents occurring overseas. Completion of travel authorities by all travelling staff is imperative to ensure coverage by University insurer. PhD students are not covered by RMIT travel insurance, and whilst we can not insist they take out personal travel insurance we should point out the potential risks and costs involved.</th>
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<td>Membership criteria revisited</td>
<td>Loosening of membership criteria has resulted in a fall in solidarity and reciprocity. The Centre provides many benefits which go unacknowledged when members do not meet even the basic expectations of membership: completion of an agreed research plan and regular attendance at GRC meetings and events. There is a need to make allowance for Members to revert to Associate Member status if not able to meet criteria for membership. PhD students can be Associate Members. The possibility of them becoming full members needs to be explored.</td>
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<td>Travelling staff and the GRC need an accessible list of emergency contacts – including insurance company Executives group to: Explore the feasibility of GRC providing insurance coverage to PhD students, and under what criteria and conditions. Develop fact sheets for countries visited by GRC staff. Develop a ‘safe travel’ policy. Damian to follow up reporting overseas incidents in ESS.</td>
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<td>Proposal for staff meeting in May: List the benefits of membership Members will revert to Associate Member status unless membership criteria met and sustained: Completion of agreed annual research plan Research active (or with the capacity to be research active, based on a clear plan of how this will be achieved) Regular attendance at staff meetings and GRC events PhD students. Discussion of criteria for membership.</td>
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| Agenda for mid-year staff meeting | List of staff achievements  
Membership  
Local-Global  
Seminar series  
Emergency procedures,  
Intranet and website  
Staff development funding |
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| **Staff development application for Martin** | **Martin's application for school funding of a research writing workshop in Sri Lanka was rejected. Executive approval sought for funding by GRC.**  
**Todd to circulate Martin's application to Executive for consideration.** |