1. **Opening**

The President, Professor Robert Robson, opened the meeting at 9.05 am and welcomed members along with Dr Katrin Amian representing the Alexander von Humboldt-Stiftung.

2. **Roll Call and Apologies**

   **Member Attendance List:**

   Kathy Andrews (KA) (QLD)
   Gary Bryant (GB) (VIC)
   Andrew Cheetham (AC) (NSW)
   Juan Cooper
   Ralf Dietzgen (QLD)
   Kaye Double (KD) (NSW)
   Michael Fellows (NT)
   Trevor Finlayson (TF) (VIC)
   Harold Goodwin (HG) (NSW)
   Murray Hamilton (SA)
   Julienne Harnett (NSW)
   Peter Jarvis (TAS)
   Bernd Lottermoser (TAS)
   Yixu Lu (NSW)
   Jeff Malpas (JM) (TAS)
   Gabrielle McMullen (GM) (VIC)
   Peter Morgan (NSW)
   John Nelson (VIC)
   Ian Nicholls (VIC)
   Maria Nowotny (NSW)
   Roger Read (RRe) (NSW)
   Judith Reinhard (JR) (QLD)
   Robert Robson (RRo) (QLD)
   Peter Schwerdtfeger (SA)

   **Apologies:**

   Emilie Badeer (VIC)
   Rolf Beilhartz (VIC)
   David Black (NSW)
   Allan Bretag (SA)
   Stewart Campbell (ACT)
   Roger Dampney (NSW)
   George Gream (SA)
   Peter Hempenstall (NSW)
   David McMillan (QLD)
   Kate Rigby (VIC)
   David Teakle (QLD)
Walter Veit  
(VIC)

Also in attendance:

Katrin Amian  
(AvHF, Bonn)

3.  Minutes of the Previous Meeting

The minutes of the previous meeting, held on 29th January, 2010 at the University of Otago, Dunedin, NZ, were ratified.

4.  Matter Arising from the Minutes

4.1  AAvHF membership by “Young” AvHFs

KD spoke to this item and reported that the matter of opening up our “media” to include aspects of “active electronic communication” such as “Facebook”, etc., was not practicable for our organization in that such media postings were of no value if they were not constantly updated. Our Association simply does not have the resources for this. AC asked if our HumboldtAustralia website could be made “more interactive”. JM commented that from his experience, the maintenance of an interactive website required a full-time web manager, which for our Association would also not be feasible.

The improved communication with AvHF, Bonn, whereby the President was now being sent the details of recent AvHFs coming to positions at Australian institutions, was noted.

4.2  Investment of current funds

GB reported that to date the nature of our account with the Bank of Adelaide had prevented him from investing AAvHF funds. However, he is in the process of changing our accounts to the Bendigo Bank after which arranging such an investment will be quite straightforward. He received the support of the meeting for proceeding in this way.

Action:  GB

4.3  Mentoring programme with DAAD

KD gave a Power Point Presentation (File: Mentoring_KD [attached]) in which she summarized the progress which had been made to date. The DAAD had funded an initial meeting at the Goethe Institute in Sydney at which presentations had been made and small group discussions held. These resulted in some guidelines for the conduct of the scheme which had been advertised via a recent DAAD newsletter. Key points to note were as follows:

- AAvHF members and DAAD alumni had been contacted and lists of mentors and mentees collected by mid-late 2010;
- Legal advice on the status of mentoring advice had been obtained;
- Foundation meeting was held on 29th April 2011, at the Goethe Institute, Sydney;
- Guidelines (as outlined in above file) had been agreed upon;
- KD and Andreas Jaeger had been appointed as the initial Organising Committee to oversee and administer mentoring scheme;
Currently 16 mentees and 39 mentors are registered; Pilot program of 4 mentee/mentor pairs has been established; and Committee is seeking further mentors/mentees and Organising Committee members.

GM suggested that information on particular mentees seeking a mentor should be distributed to AAvHFs in the institution of the mentee.

**Action: KD**

Copies of a document entitled “DAAD/AAvHF Mentoring Scheme” which set out the “Guidelines and Aims” of the scheme and also contained a section entitled “Mentoring Contract” which KD suggested should be signed by both the mentor and mentee, were distributed to all present. This document drew comments from the floor, particularly from JM who felt that any such “contract” should involve “the institution” and not be between person (mentee) and person (mentor). He also suggested the use of the term “Mentoring Agreement” rather than “Contract”. KD agreed to take this concern back to the Organising Committee.

**Action: KD**

### 4.4 Humboldt lecture series

RRo reported on the one lecture held to date, conducted at James Cook University, Townsville, in April, 2011. This had been well attended. It had been presented with minimal cost to the AAvHF on account of additional financial support for the event which had been given by James Cook University. A report of this lecture is available on the HumboldtAustralia website (http://www.humboldtaustralia.org.au – AAvHF Events). RRo urged others to put forward ideas for further Humboldt lectures and indicated that some AAvHF funding would be available to support such initiatives.

JR suggested two potential topics, Coal-seam Gas and Stem Cell Technology, which she had been considering for presentation at the University of Queensland (UQ) and indicated that she was aware that the UQ Vice-Chancellor’s Office was supportive of the AAvHF Lecture Scheme.

**Action: JR**

### 4.5 Amendment of Articles

TF reported that this had been completed via the “virtual” Special General Meeting held on 9th May, 2011. While a couple of members had expressed their concerns about amendments of our Articles being effected in this way, TF emphasized that there was no other practical method available to the Association for achieving the Constitutional requirements in relation to amendments. The voting on the amendments had been: For – 90; Against – 0. (At the time, our Association membership had been 160.)

The amended articles can be viewed on our website (http://www.humboldtaustralia.org.au – Constitution).

### 5. President’s Report

RRo spoke to some aspects of his report (File: President’s Report Sydney 2011 [attached]). He expressed his thanks to the outgoing Executive Committee for their work and support. He
thanked Vice-President, Gabrielle McMullen, for her regular and timely advice and for acting on his behalf on a number of occasions over recent months. While our current membership is reasonable, RRo urged that we need to aim for a membership figure of at least 200. In this regard, he thanked Dr. Katrin Amian for the fact that the AAvHF now receives a list of returning AvHFs which he can peruse and from which he can subsequently distribute name lists to State Representatives. He urged the incoming State Representatives to be diligent in following up such contacts in the future.

**Action: State Reps**

HG enquired if new returning Fellows could be invited to the Biennial Meeting. GB assured the meeting that, where possible, this was being done.

In was moved (RRo), seconded (RRe) and carried, that the President’s Report be accepted.

TF reported that in addition to the activities summarized in the President’s report, he had been invited to attend a “Round Table” Discussion conducted by the Victorian Consul-General, Dr. Anne-Marie Schleich, at the Consular Office in South Yarra on 11th August, 2011. GM had attended this session on behalf of the AAvHF.

### 6. Treasurer’s Report

GB presented his report as at 10th September, 2011 (File: AAvH_Financial_Statement_Sep2011 [attached]) which showed a balance of $22,406.10 representing a “Surplus” for the reporting period of $776.88.

It was moved (GB), seconded (GM) and carried that the Treasurer’s Report be accepted.

GB also presented the current membership summary (File: AAvH_Membership_Membership_Report_Sydney_Sep2011 [attached]) which showed a membership of 164 as at 2nd October, 2011.

### 7. Election of Executive Committee (2012-2013)

TF reported that the following nominations had been received in response to his distribution of a form calling for nominations along with the notice of this Biennial Meeting. Maria Nowotny (NSW), Rob Robson (Qld), Gabrielle McMullen (Vic), Judith Reinhard (Qld), Patrick Kluth (ACT), Trevor Finlayson (Vic) and Gary Bryant (Vic). In addition to these the following nominations were accepted from the floor:

- Jeff Malpas (Tas), Peter Jarvis (Tas), Murray Hamilton (SA), Peter Morgan (NSW), Michael Fellows (NT) and Roger Read (NSW).

As this number of nominations equaled the number required [Article 4(a) of the Constitution], all were declared elected.

It should be noted that, as required by the constitution [Article 4(a)] a subsequent meeting of the newly elected Executive Committee was held on 2nd October, 2011, specifically to elect a President, Vice-President, Secretary and Treasurer to hold office for the period 1st January, 2012 till 31st December, 2013. It was attended by Maria Nowotny, Rob Robson, Gabrielle McMullen, Judith Reinhard, Trevor Finlayson, Gary Bryant, Jeff Malpas, Peter Jarvis, Murray Hamilton, Peter Morgan, Michael Fellows and Roger Read.
RRo indicated that it was his intention to step down as President after about one year and for this reason, as had occurred during the 2007 Biennial Meeting, he urged that we elect two Vice-Presidents in order that there could be a smooth transition with his stepping down from the Presidency. This “way forward” was agreed upon and the following officers were elected:

President: Rob Robson
Past President: Peter Schwerdtfeger
Vice-Presidents: Gabrielle McMullen and Jeff Malpas
Secretary: Trevor Finlayson
Treasurer: Gary Bryant

The State Representatives were agreed as follows:
Queensland: Judith Reinhard
New South Wales: Maria Nowotny, Roger Read
Victoria: Trevor Finlayson
Tasmania: Peter Jarvis
South Australia: Murray Hamilton
A.C.T.: Patrick Kluth
Northern Territory: Michael Fellows

It was noted that there had been no nomination or representation at this Biennial Meeting from Western Australia. JR reported that she had an AAvHF contact in WA, Shaun Collins, with whom she would communicate with the view to him becoming the WA Representative.

Action: JR

It was also noted that Patrick Kluth had agreed to continue as the AAvHF Webmaster and an expression of thanks to Patrick was recorded both for the work he has done during the past two years and for his offer to continue to carry out this most important task.

8. General Business

8.1 Australian Federal Government links with AvHF

JM remarked that there had been a proposal from the Australian Research Council (ARC) to establish international partners specifically for fellowship funding but that as far as he could judge, nothing further had happened. He agreed to follow this matter up with his ARC contacts.

Action: JM

8.2 Peter Schwerdtfeger Award and Distinguished Fellows

GM announced that one nomination had been received for the inaugural Peter Schwerdtfeger Award, this being Dr. Kathy Andrews, as had been announced when the award was presented on the previous evening.

GM further reported that three nominations had been received for recognition as Distinguished Fellows but one of them had not satisfied the requirement of at least 10 years of AAvHF membership. The Subcommittee which she had chaired had considered the other two nominations and had concluded that both met the designated criteria. The two, Dr. David Teakle (Qld) and Dr. George Bornemissza (Tas), had been announced on the previous evening. While neither had been able to attend this Biennial Meeting, the award had been accepted on their behalf by Peter Jarvis and
Ralf Dietzgen, respectively, both of whom had committed that an appropriate occasion would be found for passing on the award at the State level.

GM also highlighted the need for some minor changes to the wording of the criteria for both the Peter Schwerdtfeger Award and the Distinguished Member category, and that she would arrange for these changes to be incorporated into the documentation to be placed on the AAvHF Website.

Action: GM

8.3 DAAD participation in AAvHF Biennial Meetings

KD noted that a number of DAAD Alumni had attended the Friday evening invited lectures session of this Biennial Meeting and the DAAD support for this 14th Biennial Meeting was acknowledged with gratitude.

9. Venue and Time of Next Meeting

PJ and JM offered to host the next Biennial Meeting of the AAvHF in Tasmania and this offer was accepted. It was agreed that the meeting would be held in 2013. Precise dates would be left to the Organising Committee but the September timing was suggested to be most convenient.

However, Dr. Amian indicated that it was possible that the AvHF, in collaboration with the DAAD, may be hosting a Meeting in Australia in 2013. Were this to occur, there would be a need for the Executive Committee to liaise with PJ and JM in relation to their offer.

Action: PJ, JM & Executive

10. Closure

The meeting closed at 10.40 am.

Minute Taking
Associate Professor Trevor Finlayson
Honorary Secretary
First discussion in 2009 proposed that the initial scheme involved DAAD as alumni from postdocs up and mentors at positions of senior lecturer and upwards, with an initial pilot project of a few mentoring pairs to trial the scheme.

2010, several meetings held with Andreas Jaeger and with Ursula Toyka (DAAD Referatsleiterin, when) and Andres and Tina Stubenrauch (DAAD lecturer in Melbourne) in Sept 2010 to discuss how the scheme might run.

18 AAvHF members currently volunteered as mentors

Foundation meeting AAvHF and DAAD alumni mentors and mentees attended and the meeting was chaired by Andreas Jaeger, with presentations by myself and another experienced DAAD alumni mentor Prof Ruth Rentschler, Chair in Arts and Entertainment Management, Deakin University. Then we broke into small groups to discuss how the scheme should actually be run and some basic principles were agreed on.
Agreed guidelines

- Nation-wide, all disciplines, confidential independent advice on career development
- Ability to meet physically a priority, general field of scholarship should be similar
- No requirement for mentees to have any relationship with the AAvHF or the DAAD
- Time frame of 1 year mentorship
- Contract to be signed by mentor and mentee
- Organising Committee currently Kay and Andreas, contact point DAAD email address, advertised via website links and DAAD newsletter

Yet to be added to AAvHF website

Email address: daad.australia@gmail.com
Current progress

- Currently have 16 mentees and 39 mentors registered
- Pilot program of 4 mentee/mentor pairs established
- Further matching of pairs now underway
- Plan to collect feedback on scheme after one year via questionnaire to mentors and mentees
- Looking for further mentors/mentees and Organising Committee members

Range of areas from Science, social sciences, humanities, law and business

Would be great to get AAvHF members with some time and interest to help run the scheme ie match mentees and mentors and organise annual feedback annually. Update website info ie idea of putting a list of mentor members on AAvHF website.
Report of the President of the AAvHF

1. State of the Association
   1.1 Committee of Management
   1.2 Around the states
   1.3 Membership
   1.4 Web site and publicity
   1.5 Relationships with partners (AvH, DAAD, Embassy)

2. Meetings
   2.1 AAvHF Virtual Committee meeting 1-2 June, 2010
   2.2 DAAD meeting, University of Sydney, March, 2010
   2.3 Special General Meeting 9 May, 2011
   2.4 14th Biennial meeting, Sydney, 30 Sept – 2 Oct, 2011

3. Initiatives
   3.1 National Humboldt Lecture Series, No. 1, 14 April, 2010
   3.2 AAvHF/ DAAD mentoring program
   3.3 Awards and prizes

4. Outreach
   4.1 Day of German Unity, 2 Oct, 2010
   4.2 Meeting with German Foreign Minister 31 May, 2011
   4.3 UQ German Research and Studies Day, 27 September, 2011

5. Where to in 2012-3?

6. Questions from members

R.E. Robson, President,
AAvHF Biennial meeting, Sydney, 2 October, 2011
Financial Statement as of Sep 10, 2011

<table>
<thead>
<tr>
<th>Last financial Statement</th>
<th>Balance: 25/01/10</th>
<th>$21,629.22</th>
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**Outgoings**

<table>
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<tr>
<th>Expenditure relating to 2010 meeting</th>
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<tr>
<td>Reimbursement of travel costs</td>
<td>$3687.50</td>
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**Miscellaneous expenditure**

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<td>Domain name registration (2 years)</td>
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<td>Bank charges</td>
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<tr>
<td>Seminars, Travel costs (President)</td>
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<td>2011 Meeting – deposit for harbour cruise</td>
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**Total outgoings**

$6078.75

**Income**

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<td>Membership Subscriptions</td>
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<td>Interest</td>
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<td>Repayment of overpaid meeting expenses (2010)</td>
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<tr>
<td>2011 Meeting contribution (UWS)</td>
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**Total income**

$6855.63

**Balance 10/09/11**

22406.10

**Surplus/Deficit during reporting period**

$776.88

2 October 2011
Gary Bryant
Honorary Treasurer
# Membership Summary, 2 October 2011

<table>
<thead>
<tr>
<th>Status Summary</th>
<th>Number</th>
<th>Percentage</th>
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<tbody>
<tr>
<td>Life Member</td>
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<td>32</td>
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<tr>
<td>Active 2011</td>
<td>86</td>
<td>52</td>
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<tr>
<td>Active 2009</td>
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<td>3</td>
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<tr>
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<td>5</td>
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<td>Active 2005</td>
<td>9</td>
<td>5</td>
</tr>
<tr>
<td>Inactive</td>
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<td>1</td>
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<tr>
<td>Overseas</td>
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<td>1</td>
</tr>
<tr>
<td>Honorary Member</td>
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<td>1</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>164</td>
<td>100</td>
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## Type of Membership - Jan 2010

```
Life Member  | 10
Active 2011  | 90
Active 2009  | 5
Active 2007  | 5
Active 2005  | 5
Inactive     | 1
Overseas     | 1
Honorary Member| 1
```