FACULTY OF ENGINEERING

FACULTY COMMITTEE MINUTES – 1/2007

Minutes of the Faculty of Engineering Committee Meeting (1/07) held on Tuesday 3rd April at 2.30pm

Attend:
A/Prof G. Alici
A/Prof N. Aziz
A/Prof E. Baafi
Dr Z. Chen
A/Prof P. Cooper
Dr R. Dwight
Ms. M. Evans
A/Prof C. Fergusson
Dr J. Horvat
Dr C. Freeth
A/Prof Muhammad Hadi
Mrs R. Hamlet (secretary)
Dr J. Horvat
A/Prof Z. Jiang
Dr H. Khabbaz
Prof Roger Lewis
Prof H. Liu
Mr. I. Lockie
A/Prof S. Nightingale
A/Prof I. Porter
A/Prof G. Wang
Ms L. Pollard
A/Prof M. Sivakumar
A/Prof A.K. Tieu
A/Prof P. Wypych
Mr. R. Marshall
Ms E. Manning
Prof T. McCarthy
Dr B. Monaghan
Dr J. Nemcik
Prof E. Pereloma
Ms Michelle Riggs
Prof A.K. Tieu
A/Prof R. Vickers (Chair)
Ms K. Ward

1. PRELIMINARY BUSINESS

1.1 Apologies and Leave of Absence
Chris Cook, Shi Dou, Buddhima Indraratna, Anne Abraham, Weihua Li, Arnold McLean, Samanthika Liyanapatharina, Scott Needham, Rian Dippenaar, Greg Schiemer, Devi Saini

1.2 Welcome to new staff members
Elena Pereloma, Jan Nemcik and Ian Lockie were welcomed to the Faculty

1.3 Confirmation of Previous Minutes
The Minutes (4/06) were confirmed.

1.4 Business Arising from the Minutes
None.

1.5 Starring of Agenda Items
Agenda items were starred. Items not starred were not discussed.

2. DEAN’S BUSINESS

2.1 *Timetable
David Ryan, The University’s Timetabling Officer, was welcomed to the meeting and gave an overview of the timetabling procedure. Staff were encouraged to visit the UoW timetabling website to keep up-to-date with timetabling issues and deadlines.

2.2 *WorkCover Audit
Ellen Manning reported on the upcoming WorkCover Audit. UoW is inspected every 3 years as a self-insurer for workers compensation. Engineering is expected to be one of the chosen areas to be audited in June. MMM, CME & ISEM have undertaken OH&S verification audits.

2.3 *Domestic and International Student Numbers
The following audit figures were tabled.
Commencing undergraduate domestic – 331
Commencing PhD – 19
Commencing ME Research – 4
Commencing ME Prac – 72

2.4 *ARC Discovery Record
Reported that 38 Grant Applications were submitted. Staff were thanked for their efforts.
2.5 *Building 8 Summary
Building 8 refurbishment has commenced. Construction fence has been installed and work will begin on Tuesday 10th April. Ron Marshall is the contact person.

2.6 *Questions/Discussion
None.

3. REPORTS

3.1 School Reports:
3.1.1 School of Civil, Mining and Environmental Engineering
3.1.2 School of Engineering Physics
3.1.3 School of Mechanical, Materials and Mechatronic Engineering

3.2 *Faculty Operations:
3.2.1 Technical Staff – R Marshall
Staff resources for 2006 was tabled, showing type of work. It was noted there had been an increase in lab classes which left less technical staff time for research projects. Technical staff are now required to log their work attendance on the UoW Kronos system, which will impact on out-of-hours work. This will be discussed with the Dean and Heads of Schools.
3.2.2 Administration Staff – L. Pollard
Deadline for publications is end of April. A meeting table has been placed in the Staff lunch room so that this room can be booked for meetings outside of morning tea and lunch times. Iain Lockie and Virginie Schmelitschek will be holding conversation classes for overseas students. Virginie is also available to invigilate at additional mid-session exams for students with disabilities if required.

3.3 Marketing Reports:
3.3.1 *Recent International Initiatives
Strategic funding application being submitted to VC. Meeting with appropriate academic staff members regarding advanced standing and looking at undergrad applications as we are not having many conversions.
3.3.2 Domestic Marketing

3.4 Faculty Committee Reports:
3.4.1 Faculty Education Committee
3.4.2 *Faculty Research Committee
Role and composition of Committee has changed with the emergence of four research strengths in the Faculty. CME staff need to be aligned with strengths. Schedule of meetings to be circulated and also LIEF grant funding allocations. Changing role of the Committee. Emergence of research strengths. This Faculty now has 4 research strengths. CME staff need to be aligned with strengths.
3.4.3 Faculty Workplace Advisory Committee
3.4.4 Faculty Workload Committee Report

3.5 Other Reports:
3.5.2 *Library
Michelle Riggs taking up another position in the Library. Michelle will try to deal with faculty requests until a new Faculty Librarian is appointed. MOVED a vote of thanks for Michelle.

4. COURSE AND SUBJECT APPROVALS

4.1 *MEM Dubai
Discussed.
RESOLUTION 1/07
“That the Faculty of Engineering Committee seeks approval from the Senate Standing Committee to introduce the course Master of Engineering Management Dubai”

4.2 *ENGG938 Engineering Economics Attach 3
4.3 *ENGG939 Engineering Logistics Attach 4
4.4 *ENGG928 Human Factors in Engineering Management Attach 5
Discussed.
RESOLUTION 2/07
“That the Faculty of Engineering Committee seeks approval from the Senate Standing Committee to introduce the following new subjects
- ENGG938 Engineering Economics
- ENGG939 Engineering Logistics
- ENGG928 Human Factors in Engineering Management”
5. ELECTION OF FACULTY REPRESENTATIVES
The following nominees were received and elected for 2 years
5.1 *Faculty of Arts representative – Jan Nemcik
5.2 *Faculty of Commerce representative – Peter Gibson
5.3 *Faculty of Creative Arts representative – Oliver Kennedy
5.4 *Faculty of Education representative – Brett Lemass
5.5 *Faculty of Law representative – Alex Remennikov
5.6 *Library representative – Hadi Khabbaz
5.7 *Senate academic representative – Rodney Vickers holds two positions on Senate; academic representative and ex-officio as Head of School. Richard Dwight to attend as interim academic representative until an email vote is held.

6. OTHER BUSINESS

7. DATE OF NEXT MEETING Tuesday, 19th June 2007, 2.30pm, Room 1.105

A/Prof Rodney Vickers
Chair
REH: 5.4.2007