



FACULTY OF ENGINEERING

FACULTY COMMITTEE MINUTES – 3/2008

Minutes of the Faculty of Engineering Committee Meeting (3/08) held on Tuesday 2nd September at 1.30pm

Attend:	Dr A. Abraham	A/Prof B. Lemass
	A/Prof G. Alici	Prof Roger Lewis
	Dr Z. Chen	Mr R. Marshall
	Prof C. Cook	Dr L. Nghiem
	A/Prof P. Cooper	Prof J. Norrish
	Ms. M. Evans	Ms A. Philips
	A/Prof P. Gibson	A/Prof I. Porter
	Dr Zaiping Guo	Dr C. Rujikathamjorn
	Dr J. Horvat	A/Prof M. Sivakumar
	A/Prof Muhammad Hadi	A/Prof R. Vickers
	Mrs R. Hamlet (secretary)	A/Prof G. Wang
	Dr David Hastie	Ms K. Ward
	Dr J. Horvat	Dr Shu-qing Yang
	Dr O. Kennedy	Prof Chao Zhang

1. PRELIMINARY BUSINESS

- 1.1 Apologies and Leave of Absence
Lorelle Pollard, Brian Monaghan, Peter Wypych, Tim McCarthy Zhengyi Jiang, Chris Fergusson, Buddhima Indraratna, Elena Pereloma, Rian Dippenaar, Tonia Gray, Samantha Liyanapatharina, Bernadette Carr, Carey Freeth
- 1.2 Confirmation of Previous Minutes – 2/2008
Confirmed.
- 1.3 Business Arising from the Minutes
None.

2. DEAN'S BUSINESS

Budget allocations should be known by next week. Major review of coursework masters programs has been made and discussion documents have now been forwarded to Heads of School and will be circulated to school members. The faculty will run a student survey of the Thesis subject. The faculty is looking at making changes in the IT area by introducing Faculty managed desktops, job requests to be logged on-line and electronic entry with a half-door enquiry counter to the IT office. The computer lab may have longer opening hours.

3. REPORTS

- 3.1 School Reports:
- 3.1.1 School of Civil, Mining and Environmental Engineering
ACARP project has extended funding. New industry scholarships have been obtained. Mining students have won first and fourth place in the national mining games competition. Joanne George has resigned her position and has accepted a position at the Innovation Campus. Joanne was thanked for her contribution to the school over the last 23 years.
- 3.1.2 School of Engineering Physics
Chao Zhang has been successful with a large international linkage grant. The school has advertised two \$8,000 Hons scholarships.
- 3.1.3 School of Mechanical, Materials and Mechatronic Engineering
Zhixin Chen is managing the new Electron Microscope facility. Minor changes have been made in the Materials and Mechanical Engineering courses as a result of the Curriculum review. All assignments to be returned to students within 2 weeks; minor items or tutorials to be returned in a week. Tips for Tutors applications to be countersigned by Head of School and Supervisor so that student hours can be recorded. Masters program has also been reviewed and this has shown that there is a market for a graduate diploma.
- 3.2 Faculty Operations:
- 3.2.1 Technical Staff
IT issues were discussed under item 2. Technical staff are increasingly being used in teaching which is resulting in research work falling behind. The faculty is reviewing how technical staff are being used.
- 3.2.2 Administration Staff
Assignment collection and return is being reviewed. Timetable for 2009 is started. Uniadvice are about to advertise Early Entry; 256 applications have already been received.

- 3.3 Marketing Reports:
- 3.3.1 Recent International Initiatives
Lorelle Pollard is in India for IDP Roadshow. Chris Cook and Anji Phillips are going to Santiago. Delegation from University of Kuala Lumpur visited the Faculty and an agreement for articulation into second year Civil and SECTE was signed. International student numbers for Spring 2008 have almost doubled.
- 3.3.2 Domestic Marketing
Year 12 Information evenings have been attended.
- 3.4 Faculty Committee Reports:
- 3.4.1 Faculty Education Committee
New prizes noted:
PPM Project Management Prize \$1000 shared between two students
AusIMM Award \$250
Water Prize \$250 cheque & \$250 book voucher
Schools are deleting subjects that have not been offered. MEPrac will only list subjects that will run. Subject Survey program is ongoing.
- 3.4.2 Faculty Research Committee
7 secrets of research were outlined; Give feedback, Take feedback, Best foot forward, Attract HDR students - websites and scholarships due early this year, Submit future fellowship CVs by Sept 15, Publish or perish, Location location location
- 3.4.3 Faculty Workplace Advisory Committee
No safety issues.
- 3.4.4 Faculty Workload Committee Report
No report
- 3.5 Other Reports:
- 3.5.1 Commercialisation
No report
- 4. ELECTIONS OF PROMOTION COMMITTEE REPS FOR NOTING**
- 4.1 One Professorial Male - Prof Buddhima Indraratna
- 4.2 One Professorial Female - Prof H.K. Liu
- 4.3 One Sub-Professorial Male - A/Prof Gursel Alici
- 4.4 One Sub-Professorial Female - Dr Samantha Liyanapatharina
- 5. OTHER BUSINESS**
No other business.
- 6. DATE OF NEXT MEETING** Tuesday, 28th October, 2008, 2.30pm, Room 1.105

Prof C. Cook
Chair
REH: 2.9.2008