



FACULTY OF ENGINEERING COMMITTEE

Minutes of the meeting (3/2010 held in 1.105 on Tuesday, 7th September 2010 at 2.30pm.

Attendance: ☐

☐ Dr S. Basack
☐ Dr Z. Chen
☐ Prof C. Cook
☐ Ms M. Evans
☐ A/Prof C. Fergusson
☐ Dr C. Freeth
☐ Dr. S. Guatelli
☐ Dr D. Hastie
☐ A/Prof J. Horvat
☐ Prof B. Indraratna
☐ Dr Z. Jiang
☐ Dr M. Jones
☐ Dr C. Layton
☐ A/Prof B. Lemass
☐ Dr M. Liu
☐ Mr R. Marshall

☐ Prof T. McCarthy
☐ Dr G. Meng
☐ A/Prof B. Monaghan
☐ Dr M. Murugamant
☐ A/Prof S. Nightingale
☐ A/Prof A. Pan
☐ Ms A. Philips
☐ Dr T. Ren
☐ Dr. C. Rujikiatkamjorn
☐ Dr A. Sachdeva
☐ Dr D. Saini
☐ Dr L. Teh
☐ Dr. J. Vinod
☐ A/Prof R. Vickers
☐ Dr K. Ward
☐ Dr S. Yang
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1. ☐ PRELIMINARY BUSINESS

1.1 ☐ Apologies and Leave of Absence

Rian Dippenaar, Gursel Alici, Muhammad Hadi, Peter Wypych, Tonia Gray (Education), Weihua Li

1.2 ☐ Confirmation of Previous Minutes – 2/2010

Confirmed

1.3 ☐ Business Arising from the Minutes

None.

2. ☐ DEAN'S BUSINESS

2.1 ☐ New Arrangements at UoW Commercial Research Unit

Elizabeth Eastland, the new Director of the Commercial Research Unit and Deon De Saldanha the Faculty's Manager of Commercial Research were welcomed to the meeting. The Commercial Research Unit is located in Bld 20 and looks after commercial research and patents. Deon is the Faculty's Manager of Commercialisation and Innovation and welcomes feedback on services provided. The Unit's objective is for the University to become the leader in industrial research. The Dean of Research is soon to be located in the same area. Discussion of review of IP Policy.

2.2 ☐ 2011 Budget Intelligence

Every faculty has had their budget meeting but results are unknown. This university is concerned about the international student load with a prediction of a 30% drop Australia-wide. G08 has released a press release to the Government that there is an impression that Government policy is not welcoming to international students. Chris Cook has been reappointed as Dean for next four years and thanked all for their support. Staff were requested to submit views on faculty planning over the next four years.

2.3 ☐ Workplace Survey Results (David Reynolds)

David Reynolds summarised results of the Workplace Survey. University high level results first and then Engineering high level results. Overall response rate was 96%, Engineering response rate was 67%. Results are available on the UoW website. The Dean to go through results individually with Heads of School to determine conclusions.

3. REPORTS

3.1 School Reports:

3.1.1 School of Civil, Mining and Environmental Engineering

Tim McCarthy has been awarded a 2010 Australian Learning and Teaching Council (ALTC) grant. ARC Centre for Excellence in Geotech is being negotiated. The School has 63 Postgraduate students. New staff Dr Sudip Basack, Dr Anisha Sachdeva and Dr Guangliu Meng. were welcomed.

3.1.2 School of Engineering Physics

The School is preparing for the Australian Institute of Physics accreditation of the Physics undergraduate degree. CMRP will be holding an International Conference at Port Douglas during recess. Many undergraduate students will be taking part in Summer School.

3.1.3 School of Mechanical, Materials and Mechatronic Engineering

Sharon Nightingale is Head of School as Paul Cooper is now the Director of the Retrofitting for Resilient and Sustainable Buildings. Paul was congratulated as Director of this Research Institute. Two new academic staff members Dr Ananth Murugamant and Dr Sandra Cram were welcomed. Students are going on site-visits. Materials students have raised funds to visit Tasmanian industries.

3.2 Faculty Operations:

3.2.1 Technical Staff

CME Lab Manager position has been advertised. Alan Grant has been acting in this position which has addressed a number of areas in safety and workload. Casual staff have been employed to fill gaps. We have two apprentices finishing this year who will be re-employed next year if the budget allows. SMART building construction is on track with a December 10th completion date.

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3.2.2 Administration Staff

There are two new staff Jessica Brown in the EEC and Rebecca Crowe in the Faculty Office. Admin staff have been spending time on exam extraction and the re-keying of buildings. Postgraduate office space will remain an issue until the SMART building is complete. Lorelle Pollard is overseas recruiting and Anji Philips has just returned. Early Entry has closed and interviews will be held on 27th, 28th and possibly 29th September. A number of welcome events have been held for postgraduate, postgraduate coursework and undergraduate international students.

3.3 Marketing Reports:

3.3.1 Recent International Initiatives

International Education market to Australia –

Australia Growth in commencing is slowly reducing due to the loss of the India market and there have been a reduction in applications from China. This is due to the high Australian dollar, uncertainty in visa and skilled migration, competitiveness of UK, US and Canada. Staff who participated in enrolment, orientation and welcome events for the Spring intake 2010 were thanked.

Marketing activities

India - Potential students still want to come to Australia but are tied to their parents finances; many students are working to self-finance in one-two years time, UOW will stay active in the India market to ensure we do not miss the boat when the market returns. Lorelle Pollard is meeting with IIT Madras in relation to furthering relations, and Buddhima Indraratna was thanked for assisting with this meeting.

Sri Lanka – completed a mission to profile in international and local schools; currently Lorelle is following up with interview program in a high school in Sri Lanka for recruitment for 2011. Lorelle is also meeting with the University of Peradeniya to follow through on 2+2 credit transfer and other initiatives, thanks again to Buddhima for coordinating these initiatives.

Malaysia

We have had general recruitment, with Peter Wypych giving seminars to UniKL, Year 12 students and MARA sponsored students.

The faculty received a visit from the Bhutanese ministry of education to see the sponsored students in Bachelor of Physics where we have 6 students. Chris Cook will attend fairs in the Middle East and Turkey at the invitation of Uniadvice to further UoW's engagement in the region and deliver an MOU to Sabanci University in Turkey.

Following on from University visits in Vietnam, Long Ngheim has assisted in a new scholarship scheme to the University, like the MOET/ Thanh Hoa for PhD students from Vietnam, and Long is assisting in the coordination of student supervisor.

Appointment of DVC(I) last year, Linking Policy was reviewed to move delegation for MOU, MOA etc to DVC(I) delegations. Contact for linkage proposals are Anji or Trish Tindall, except Research Commercialisation activities.

Future Activity

DVC(I) presented the Faculty International Strategic Plans; the first round of integrated marketing plans was trialled last year with FISU, TNE&A, Uniadvice and Faculties. We will commence on the Faculty International Management Plan for 2011 at the end of October with the above, and this year would also like to have a one page plan for each School in addition to Faculty; these plans will be discussed with HOS. If you have any initiatives that your HOS is not aware of please highlight before the end of October.

The Performance Indicator Project for Phase 1 recruitment and admission has been released, and reporting and analysis of trends, student pipeline and conversion has become much easier to draw data on. This cube will become a planning tool for staff engagement in international student recruitment. If you are interested in looking at the report. You must apply and complete training; contact Ellenie Petrou in PIP team.

3.3.2 Domestic Marketing

Year 12 Information Evenings have been held and staff were thanked for attending. Early Entry numbers are up (537).

3.4 Faculty Committee Reports:

3.4.1 Faculty Education Committee

Now starting preparation of teaching in 2011. Subject Database has been rolled-over. FEEC proposals must go through Schools first. With the Faculty gaining more staff the aim is to drive the workload down but quality up. There was a 38% Engineering response rate for the Course Experience Questionnaire. Detailed information will be discussed at the Head of School meeting. Overall satisfaction is 75%.

3.4.2 Faculty Research Council and Committee

No report

3.4.3 Faculty Workplace Advisory Committee

The faculty has had three separate incidents in the last two weeks where students have collapsed in labs. This has nothing to do with equipment but staff should note the procedure is to first call the Faculty First Aid Attendant, then Emergency Security No. or if you think the situation is bad enough call an ambulance straight away. There was an incident involving a piece of equipment from overseas with no manuals or specifications. Another incident occurred with an instrument purchased from overseas, also without specifications, not wired up appropriately. A tech staff member received an electric shock. Wayne is checking all of the equipment purchase requisitions. There are still 70 pieces of equipment of medium to high risk without SWP, RA or SOP. Heads of School have a list of equipment. Staff were requested to contact Wayne and write up a RA or SWP.

3.4.4 Faculty Workload Committee Report

Alex Remennikov is the new Chair as Paul Cooper is now the Director of the RRSB.

4. OTHER BUSINESS

No other business.

5. DATE OF NEXT MEETING Tuesday, 2nd November 2010, 2.30pm, Room 1.105