Present: Professor Ross McAree (Chair), Associate Professor Rowan Truss, Paul Lever, Mrs Kim Lamb, Mr Aleks Atrens, Ms Katie Gollschewski.

Apologies: David St John.

1. Report from Chair
   a. Group of Eight (Go8) European Fellowships 2010

   Members noted the closing date of the Fellowships and discussed creating a research calendar of funding opportunities and establishing a process to target interested, or eligible parties. This would allow the School to be more proactive in applying for funding schemes like the Group of Eight European Fellowships.

2. Budget

   Members noted the items listed in the School of Mechanical and Mining Engineering Research Committee Budget.

3. Cohort Experience
   a. Postgraduate Information Event

   Members discussed the coordination of the postgraduate information event.

   It was resolved that –
   (i) the event would be held around lunchtime, with catering provided; and
   (ii) researchers from each discipline would give a presentation in the format of the three minute thesis on their favourite research area; and
   (iii) information on the event would be distributed to students via email, posters and during lectures.

   b. RHD student conference

   Members discussed the coordination of the postgraduate student conference, including student participation in the organisation of the conference.

   It was resolved that –
   (i) all research students in the school be emailed to advise the abstract due date and to ask for volunteers to assist with organisation.