Upcoming Events & Deadlines

15 June  UQ Strategic Teaching & Learning Grants to Head of School
20 June  UQPDRF applications due to Head of School
30 August Summer research scholarship applications due to School Office.

Summer Research Scholarships

UQ's Summer Research Scholarship program will continue in 2011/2012. The aim of the program is to increase interest in honours and RHD programs.

Scholarships are
- offered for up to 10 weeks from mid-November to mid-February
- are open to domestic and international students (undergraduate years 2-4, postgraduate coursework)

Stipends are $300 per week (maximum of $3k per student) and are cofounded by central administration and the research group.

Projects will be listed on the Faculty's website; staff interested in participating should email their project topic/s to Kim Lamb (k.lamb@uq.edu.au) as soon as possible and before 1 July.

Students' applications are due to the School Office by 5 pm on 30 August. Late and unsuccessful applications may be fully funded by the research group.

OH&S – Exposure to excessive noise

All new employees who may be required to work in the vicinity of excessive noise are required to undergo a hearing test within 2 months of their appointment. Current employees who work in or in the vicinity of excessive noise are also required to take a hearing test on (initially) a two year basis. These are conducted at the University's expense.

Excessive noise is defined as: (a) an 8 hour equivalent of continuous A-weighted sound pressure levels of 85dB(A); or (b) a C-weighted peak sound pressure level of 140dB(C).

If you are unsure about noise levels, please contact the Building Manager, Aaron Baxter or the Faculty's OH&S Manager, Eddie Platt.

Minutes of committee meetings

Staff are able to access the minutes of the following committees from the School’s “Staff Resources’ web site: Research Committee, Teaching and Learning Committee, Occupational Health & Safety, Staff:Student Liaison committees. Your UQ user name and password are required.

(http://www.mechmining.uq.edu.au/)
**Accommodation Services for students**

UQ’s Accommodation Services provides assistance with housing options for students, including colleges and rental accommodation. In addition, they provide airport reception/temporary accommodation (for new international students only).

They offer accommodation seminars and tenancy advocacy as well.

These services also extend to postgraduate students, who are at present not using the service as much as undergraduate students are.

For more information, please see their website - [http://www.accommodation.uq.edu.au/](http://www.accommodation.uq.edu.au/)

**Donations of books to the UQ Alumni Book Fair**

The UQ Alumni Book Fair will accept donations of all type of books, not just text books. Donations may be brought to the Alumni Centre which is University building 91C and is situated at 50 Walcott Street, on the very perimeter of the St Lucia campus. Walcott Street is the first street on the right-hand side once past the main roundabout on Sir Fred Schonell Drive. The Alumni Centre is on the left-hand side of Walcott Street, almost at the top of the hill and just down from the junction with Hood Street. Books may be left in the shed at the top right-hand side of the driveway at any time.

**Mansergh Shaw improvements**

A number of offices on Levels 2 and 3 of Mansergh Shaw will be painted and have new venetian blinds installed over the next few weeks. You will be contacted when we know a more exact timeframe.

We are also looking at solutions to some of the carpeting in some areas; this is a bit more complex due to the underlying tiles in some rooms.

Please report any other building issues to Aaron Baxter (a.baxter@uq.edu.au)

**General Staff Development Prize**

The General Staff Self Development Prize is open to members of the general staff who have been employed at the University for at least 3 years. The prize is awarded to the staff member who, in the opinion of the President of The University of Queensland Secretaries’ and Office Professionals’ Association, demonstrates the most outstanding achievements in self-development, whether of an academic or non-academic nature.

The value of the 2011 prize is $150. There is no application form for this prize. Eligible members of the general staff are invited to apply for the prize, by forwarding a typed application demonstrating the above criteria, to:

“Confidential”
General Staff Self Development Prize
Undergraduate Scholarships and Prizes Office
J D STORY BUILDING
Enquiries: ugscholarships@uq.edu.au or phone 3365 1984.