Upcoming Events

15 May  RCD and emergency light testing: Frank White Building
16 May  RCD and emergency light testing: Frank White Building and Annexe
18 May  RCD and emergency light testing: Mansergh Shaw Building
21 & 23 May  RCD and emergency light testing: Hawken Engineering Building
4 June  UQ Engineering Postgraduate Conference

RCD Testing – Likely power outages

UQ will be doing its periodic RCD and emergency light testing between 6:00 am and 8:00 am on the dates listed above. Please take all necessary precautions before you leave for the day prior to the test date/s.

**Test A:** LOSS OF POWER SUPPLY TO POWER OUTLETS (RCD Testing), TO MINIMISE DISRUPTION THIS WILL OCCUR FROM 6.00am to 8.00am (BARRING ANY FAILURES)

**Test B:** LOSS OF POWER SUPPLY TO LIGHTING CIRCUITS BETWEEN 6.00am AND 3.00pm (This is variable due to some building having computer controlled Emergency Lights)

The work will involve loss of power to power points, other equipment (including computer servers) and lighting, as circuits are identified and RCD (safety switches), as well as exit and emergency lighting, are being tested. Disruptions will be kept to a minimum but in cases where emergency lighting by-pass switches are not available on switchboards only emergency lighting will be available for 90 minutes.

UQ Wellness

**Weight Watchers At Work** is starting a new series at UQ! To find out more, please contact [Barbara Mark](mailto:barbara.mark@uq.edu.au), Weight Watchers Leader. This is a convenient way to support your personal weight management goals; great feedback always received!

**UQ Wellness Evaluation**

So, what do you think about UQ Wellness? The UQ Wellness Program was established in 2010 to provide opportunities for staff to participate in activities that may improve their overall health and wellbeing. Now it’s time to evaluate the program.

This evaluation is being conducted by Melissa Hatty, Provisional Psychologist, as part of the requirements for the Master of Applied Psychology (Health), under the supervision of Dr Bernadette Watson.

Topics for discussion include:
- What knowledge you may have about UQ Wellness;
- What expectations you may have for UQ Wellness;
- Your perceptions of current and past initiatives;
- The reasons that you choose to participate, or not to participate, in UQ Wellness activities;
- The benefits that you think UQ Wellness provides;
- Factors that you think would encourage more staff to participate in the different activities.

Sessions will take 45 minutes to an hour. Refreshments will be provided.

- If you **HAVE** participated in a UQ Wellness activity, you are invited to join us on **Monday 28 May 2012 at 3:45pm** (Room 511, JD Story Building, St Lucia Campus).
- If you **HAVE NOT** participated in a UQ Wellness activity, you are invited to join us **Tuesday 29 May 2012 at 3:45pm** (Room 511, JD Story Building, St Lucia Campus).

If you would like to participate in one of these sessions please email [Melissa Hatty](mailto:melissa.hatty@uq.edu.au) at or call 0438 568 435.
Teaching and Learning

Improve your Teaching through the TLDP and SIGEE

The Teaching and Learning Development Program (TLDP) is a Faculty-funded initiative to support and assist staff involved in teaching and learning. It provides workshops and advice, disseminates best practice, supports your teaching through events and a website, and can provide individual mentorship - all in the context of engineering education at UQ.

The TLDP addresses all levels of teaching, providing for existing academics, new academics, and postgraduates and post doctorates keen to get a head start in teaching. Attendance at all TLDP events will be recorded on your Aurion record as a development activity, and can be included in your Academic portfolio. Next event: An assessment workshop - bring along your assessment for advice and review. Contact Tracey Papinczak (Project Officer TLDP) for more details: tracey.papinczak@uq.edu.au

The Special Interest Group Engineering Education (SIGEE) is a community of T&L academics who teach into engineering at UQ. It provides a repository of resources, lists of key contacts, informal coffee/ lunch catch ups, and a discussion forum via a community site on Blackboard. All staff are warmly invited to become part of the SIGEE community. Contact Tracey to join SIGEE and receive access to the Blackboard site, and advance notice of TLDP events.

Travel Form

There will be a travel management system going live on July 2, 2012. The new system will offer travellers and coordinators a more supportive platform. More information of the new system will soon follow. From 8 May 2012 until the new Travel system will start running on July 2, 2012 there have been a few temporary changes made to the travel form.

Travel forms not required:
- No need to complete travel form for domestic trips that do not require cash passports
- Instead a manual travel form will need to be completed and can be found using the following location http://www.fbs.uq.edu.au/travel-at-uq
- Please provide the completed travel form to the finance team: finance@mechmining.uq.edu.au

Travel forms required:
- Travel forms for all international travel and any domestic travel where a cash passport is required

FBS has also established a specific UQ Travellers Group Email subscription to allow travellers to be updated on travel specific and important information. Please subscribe to this service via UQ Travel Website at http://www.fbs.uq.edu.au/uq-travel-group-email

Funding

UQ FirstLink Fund
Applications are now open for Round 1, 2012 of the UQ FirstLink Fund for funding commencing in 2012. The FirstLink Fund is a joint initiative of UQ Research and Innovation (UQR&I) and UniQuest. Please note that applicants must be UQ employees. Please refer to the updated Eligibility Criteria and Application form at www.uq.edu.au/research/rid/grants-internal-firstlink which apply to this scheme. Applications are due by 5pm on 12 June 2012.

Update from UQR&I: Communication regarding overdue ARC and NHMRC reports
In the past 12 months the major national funding agencies, including the ARC and NHMRC, have actively tightened their monitoring activities related to compliance with progress and final reporting requirements. In response, UQ Research & Innovation has implemented new systems to facilitate more targeted communication with researchers with respect to ARC and NHMRC reporting requirements. In addition, we are undertaking a systematic review of our records to ensure all reporting requirements have been fulfilled.

We wish to advise that over the next month, UQR&I will be contacting researchers to request submission of overdue reports. Notifications will be sent to lead CIs/Fellows via email and will include links to the relevant report forms and further information regarding the submission of the reports to UQR&I.

Further information on reporting requirements associated with ARC and NHMRC funding is available on ARC and NHMRC websites as follows:

- ARC: http://www.arc.gov.au/applicants/reported_requirements.htm

Navigating Bureaucracy - Tips and Tricks

Please see the travel form to the right. Note the paper form is just temporary and is for domestic trips where a cash passport is not required.

Health and Safety - attached
Chemical Waste

Summary of Incident / Event

A stock bottle of waste sulfuric acid over pressurised and failed whilst being stored within a chemical waste cabinet awaiting collection. The elevated pressure within the glass Winchester was most likely caused by a subtle chemical reaction that had been happening for some time. The stock bottle of concentrated sulfuric acid was directed to waste because it had changed colour to dark brown, and was less miscible in water. Queensland Fire and Rescue Service attended and absorbed the liquid residue that was completely contained within the cabinet bund. All University procedures for disposal of this waste were complied with.

Comments & Recommendations

- If the appearance and chemical properties of a chemical have changed, you must consider the possibility that occupational health and safety requirements for that chemical have also changed. The University guideline for the Safe Storage or Chemicals also gives examples of ‘Time Sensitive Chemicals’ that can develop hazards that were not present in the original formulation: http://www.uq.edu.au/ohs/pdfs/OHYG-SafeChemStore.pdf.
- If not already indicated, it is advisable that you place a date of arrival on each chemical container, and be vigilant to the condition of the chemical, container and lid as they may degrade over time.
- All Dangerous Goods (DG’s) regardless of volume - should be stored in laboratory DG cabinets when possible. In this instance the liquid spill was completely contained within the cabinet bund.
- After you have taken chemicals out of a stock bottle do not return any unused chemical back into the stock bottle. The unused chemical should be discarded to reduce the chance of contamination.

An extract from the P&F page follows:

Chemical waste
To request chemical waste containers and subsequent chemical waste collection go to: http://chemstore.science.uq.edu.au
For queries or assistance, email: chemwaste@uq.edu.au The Chemical Waste Operating Procedure [ PDF, 79.10KB ] details the processes for the disposal of all sewerable and non-sewerable chemicals as well as oil, gas cylinders and batteries.

Contact for Additional Information

Brian Logan
Occupational Hygiene Adviser
Email: b.logan@uq.edu.au
Phone: 07 3365 2365

Anthony Fowler
Faculty of Science - Radiation and Chemical Manager
Email: chemwaste@uq.edu.au or a.fowler2@uq.edu.au
Phone: 07 3365 1418