**Mining Staff Minutes 1/14**  
18 February, 2014

**Room:** 43-205, Tuesday 10am

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<th>REPORT</th>
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**OH&S (Micah Nehring)**

- **Safety share**
  - The barricades in front of the Frank White Building were put there due to falling concrete which has been investigated.
  - A student cut his finger during a materials practical class in Semester 2, 2013. First aid was administered and the student returned to the class.

**Chair Report (Peter Knights)**

- **Visualisation**
  The visualisation lab in the AEB was in the process of being commissioned and should be available for use in Semester 1 2014. Rio Tinto’s contribution to the lab needed to be recognised. The lab will be used in sem 1 in Introduction to Mining, and potentially ENGG1100. A visiting academic from China who will arrive later in 2014 will spend 6 months working on visualisation.

- **Thesis benchmarking**
  The Go8 thesis benchmarking in mining engineering is being investigated. Mining was reviewed in 2013, with 10 randomly selected projects from each university which are then marked by other institutions. We averaged 6 marks over for our students, and marking for thesis students from other institutions.

  Peter Adams investigated programs across the University for the period 2009-2011. He created a ranking system for how easy or how hard marking is for large programs (courses with over 1000 students). There were no EAIT codes in the top 10. Mining came in at 30th percentile. Mechatronics at 45, mechanical and materials in the 70s. There were three parameters - percentages of 6s and 7s, mean grade and percentage fail. It is an indicator only.

  Members noted that grades of 6 and 7 in the thesis are too high overall. Members will consider updating rubric through MEA, with guidance on how to use.

- **Academic staff - SSP, promotion, etc. Academic performance reviews are due by 30 June. Appointments will be scheduled in for mining T&R staff. Peter intends on applying for SSP in semester 2, 2014.**

- **The School Review implementation plan was approved by the Academic Board on 3 February 2014. It will now be submitted to Senate for approval. A whole of School meeting will be held in Orientation Week and will include portfolio assignments for Senior staff to assist in planning for the 2020 review.**

- **Promotions**
  General feedback received last year from the EAIT Faculty Continuing Promotion Board:
  - RO staff must have service in portfolio (e.g. committee membership, lab manager, reviewing journals, supervision of students, ResTeach);
  - for promotion you are expected to be performing at the higher level;
  - trajectory used to be considered under the previous VC, however this may not be considered as much under the new VC. Demonstrated performance is...
considered more strongly;
- not much emphasis on Q Index;
- External referees' comments should focus on things that are not in the other documents (i.e. not a rehash);
- H Index is considered useful;
- Teaching big classes help applications as it is harder to get good SECaTs in larger classes;
- For Confirmation of Continuing Appointments, a question that is likely to be asked is 'would the person be promoted from level X to X';
- Head of School comments are important, but the recommendations are not always accepted;
- Include a justification of why conference papers should be considered important

T&L Matters
(Mehmet Kizil)

- Course Profiles
Profiles (and reviews) are due asap.

- Demonstrator appointments
  - Applicants will be notified by email of the outcome of their application on or before Monday, 24 February 2014. You can see a list of current applications online - http://tutor.eait.uq.edu.au/coordinators/ (course coordinators will be emailed on Tuesday 11 February to ask for nominations of preferred candidates).
  - Approval to use additional tutor hours beyond those approved in the budget required approval from the Head of School.
  - A summary of hours used in 2013 is attached.

- Course rationalisation
  Recommendation 4 of the School Review was “that the School should explore further opportunities for rationalising undergraduate course offerings, not only across disciplines, but also across schools (e.g. Civil and Chemical Engineering). David has asked me to start following up on our action items so we meet the deadlines we agreed on with Standing Committee and EAIT.

The School submitted the following strategy to Academic Board Standing Committee with a completion date of 30 April 2014 for this activity
The School will offer only one introductory fluid mechanics courses in the mechanical plans and the mining plans from 2014 onwards. MINE2101 – Fluid Mechanics has been inactivated (cancelled) and all students will take MECH2410 – Fundamentals of Fluid Mechanics which is currently taken by all other students enrolled through the School.

By 30 April 2014, the School will review the teaching of structural mechanics in the mechanical and mining engineering plans to see if a single two-unit course can be taken in all plans.

Elective offerings are continuously reviewed and a large number of electives offered in some engineering plans offered in the School are compulsory courses in other plans.

As part of this, we need to look at MINE2123 – Structural Mechanics for Mining and whether or not students in both Mining plans can enrol in MECH2300 – Structural Mechanics instead. There is the complication that MINE2123 is a one unit course and it may not be possible to undertake any further changes to the course list. If this is the case, we can satisfy this by noting that students take the same lectures for half the term (which I think is the case), etc.

Members noted the need to ensure that there are examples in tutorials that are mining related in the fluid mechanics course. Amin is teaching the first 5 weeks in this class.

A recommendation is needed. Amin will discuss with Michael.

- International Mining Games. Participants will be away for 2-3 weeks. Students will need to complete an application for extension.
- Projected enrolment numbers into Year 2 in engineering majors/dual majors/extended majors were noted at the Advisory Committee meeting (12 Feb). Mining Engineering numbers have dropped slightly (from 10% of cohort in 2013 to 7.5% in 2014, approx 60-70 students); however, Mining and Geotechnical Engineering numbers have increased (approx. 20 into second year in 2014). OP6 entry in 2014 and similar numbers to 2013, so 1150 entering first year.

- Discussion on management of final year projects
  - a quarter of students have found an individual project
  - the School’s database will be used to upload projects (individual and group)
  - the course profile has been adjusted to accommodate group projects.
  - a meeting will be held to allocate workload across thesis
  - Peter to email all Mining and Geotechnical students to ensure they are selecting an appropriate thesis topic. Mehmet to approve theses topics as Geotech.

- An invitation will be sent to students to invite them to join staff/student liaison committees which should be held in the middle of semester in Semesters 1 and 2. The Division of Mining Engineering plans to have two meetings per year.

- The UQ Winter Research Program provides students with an opportunity to gain research experience working. We have not yet received the specific details for the 2014 program, however would encourage you to consider potential projects you could offer. Research projects are available for between 4-6 weeks over the winter vacation period (from mid-June to mid-July). In 2013, the allocation of OUE Winter Research grants were considered by a selection panel and were based on:
  - Research units nomination/ranking; and
  - Academic merit of the applicant and alignment with UQ’s research strengths.

Scholars who qualified for OUE funding received a $1000 OUE Winter Research grant, with 50% being funded by the supervisor.

- Members discussed organising a seminar afternoon for the current cohort of Summer Research Students, where they could each give 10 min presentations.

- Members discussed holding a Research Bites event in 2014, and agreed to move this to semester 1.

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<td>Members were asked to finalise requests for the 2013 Bibliographic Record.</td>
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<td>The Faculty was sponsoring a seminar on research ethics on 19 February and an invitation had been sent to all staff on 12 February. Peter Knights is the EAIT Research Integrity Officer.</td>
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<td>The University was implementing the ARC policy on open access and records management. Additional information was required.</td>
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<td>Professor Ray Stalker died recently and his funeral was held 17 February.</td>
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<td>Staffing - Deanna Mahoney commenced a secondment in February in the Faculty Office for the duration of 2014. Ms Alex Fitzgerald has commenced in the School Office.</td>
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| Website
  - We have been updating UQResearcher profiles and will be working on plan summaries (http://www.mechmining.uq.edu.au/undergraduate-mechanical-and-aerospace-engineering) and research pages. |
  - Members are asked to think of contributions for Faculty and UQ |

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- Publications (e.g. Ingenium, UQ News, etc).
  - Staff photos will be taken soon for the MEA website and UQ Researchers.

**Next Meeting**