Present: Professor David Mee, Associate Professor Paul Meehan, Professor Richard Morgan, Professor Andrej Atrens, Ms Laura Bainbridge, Ben Kefford, April Ablon, Jack Vallis, Ben Tuckwell, Kenji Yamada, Jessica Orr, Tom Koorts, Tom Clark, Tony Chew, Scott Luengen, Joshua Noronha, Ms Katie Gollschewski.

Apologies: Professor Ross McAree.

1. Terms of Reference and Membership

The School holds student/staff liaison meetings by major area (materials, mechanical, mining) for the Bachelor of Engineering. As the BE/ME is a new program, the School seeks to ensure that any specific issues for this cohort are addressed and the program is continually improved. The main objective for the committee is to contribute to the continual quality improvement of the BE/ME programs contributed by the School. This will be achieved by:

- discussing the relevance of the curriculum,
- acting as a forum for suggestions for modification and improvement to programs and the learning environment,
- highlighting and sharing examples of good practice,
- monitoring workload of students,
- considering and seeking to resolve academic problems which are of concern to students, and
- making recommendations to other committees and to managers on matters requiring action that the Committee cannot resolve directly.

The composition was confirmed as the plan representatives (Prof Paul Meehan for Mechanical; Prof Richard Morgan for Mechanical and Aerospace; Prof Andrej Atrens for Mechanical and Materials; and Prof Ross McAree for Mechatronics). All BE/ME students enrolled in majors managed by the School were invited to attend.

2. Accreditation

The mechanical majors in the Bachelor of Engineering/Master of Engineering at UQ are scheduled to be considered for provisional accreditation in December 2014.

In Australia, the accreditation of undergraduate engineering programs is the responsibility of Engineers Australia. Accreditation ensures

1. academic institutions consistently meet national and international benchmarks,
2. engineering graduates of an accredited program are eligible for membership of Engineers Australia at the relevant career grade, and
3. the degree is recognized in a large number of countries that are signatories to the Washington Accord so that graduates enjoy reciprocal privileges by equivalent professional bodies overseas.

When a new engineering program or major is introduced, the responsible School seeks provisional accreditation. This would normally occur in the first year of operation, where a sizeable cohort of students has been enrolled. Once the first sizeable cohort of students graduates from the program, then the responsible School can seek full accreditation. Accreditation of engineering education programs is normally carried out every five years.

As part of the accreditation process, a panel of experts from Engineers Australia will visit UQ and meet with various groups, including current students from the mechanical majors of the Bachelor of Engineering/Master of Engineering. The panel will be visiting the St Lucia campus on Monday 1 December and Tuesday 2 December 2014, and meetings with each student cohort will likely last one hour.

School staff will email students later this semester with details of when the meeting will be held.
The School will be submitting documentation for the panel’s review by 6 October, after which a detailed timetable will be created (the panel undertake a facilities tour, reviews assessment items and interviews various groups).

At the December visit, the panel will be considering the plans –
- Bachelor of Engineering (Civil and Environmental) for full accreditation;
- Bachelor of Engineering (Civil and Geotechnical) for full accreditation;
- Bachelor of Engineering (Mining and Geotechnical) for full accreditation;
- Bachelor of Engineering/Master of Engineering (Chemical, Chemical and Biological, Chemical and Materials) for full accreditation (these plans were provisionally accredited in 2012);
- Bachelor of Engineering/Master of Engineering (Mechanical, Mechanical and Aerospace, Mechanical and Materials) for provisional accreditation.

3. BE/ME project space

The School is refurbishing room 45-309 (to include computers) in the Mansergh Shaw Building for use of BE/ME students undertaking their thesis at UQ. The Faculty is also considering creating a shared space for all BE/ME students.

4. Communication

Students asked if staff could ensure that the BE/ME cohort are included on emails sent to BE students as the information was still normally relevant.

5. ENGG7280 Engineering Project

One student who commenced the thesis in semester 2 2014 noted that there was some confusion initially with his supervisor regarding the course length and requirements. It was noted that as this is the first cohort undertaking this program, there will likely be teething issues. Please keep the School informed of any issues you have, and help us educate others about what you are doing.

The length of ENGG7280 is more flexible than a standard course; it is a 24 week window.
- Semester 1 - 15 January through to 30 June;
- Semester 2 - 1 July through to 15 December.

Several students indicated that they had a project arranged for semester 1 2015, with several planning to undertake a placement overseas. Students were encouraged to keep in contact with Laura Bainbridge, the EAIT Industry Placements Coordinator (+ 61 7 3346 6460 or l.bainbridge@uq.edu.au) regarding their project arrangements.