Present: Prof Andrej Atrens, A/Prof Rowan Truss, A/Prof Mingxing Zhang, Mr Sean Murphy, A/Prof Kazuhiro Nogita, Dr Matthew Dargusch, Ms Brianne Mackinnon (Secretary)

1. Scheduling
It was noted that the meeting time may contribute to reduced attendance. It was recommended that the meeting is held earlier in the semester.

2. Ceramics/concrete content in Materials plan
Students noted the lack of ceramics/concrete content in the Materials courses and that the plan does not provide enough space to undertake a Civil Engineering elective in this area.

3. Thesis topics
Students recommended that there be more engagement between academics and students regarding possible Materials thesis topics and a session where thesis supervisors can advertise their projects to Materials undergraduates early in Semester 2 to third year students would be preferred.

The Semester 2 Materials SSLC meeting in 2015 would include this for third year students in attendance.

4. Plan requirements
It was requested that students are alerted to changes of plan requirements (including course changes) prior to semester. This would help to prevent students making incorrect enrolment based on outdated plan requirements.

The School currently emails students by plan whenever there is change to the relevant course list.

5. BEME placement
Students questioned if the BE/ME semester placement would satisfy the BE professional practice requirements. It is noted that BE/ME students that complete the semester-long placement as part of the program automatically satisfy the 60 day professional practice requirement.

6. Professional Practice reports
Students raised concerns that they are not notified by the Faculty when professional practice reports have been approved. A student noted that this completion will show on their Si-Net studies report, but for some this has not occurred.

It was recommended that an email confirmation is sent to students when their professional practice reports have been approved by the Faculty.

The below items were on the agenda, but were not discussed in detail –

7. Terms of Reference and Membership
The School holds student/staff liaison meetings by major area (materials, mechanical, mining) for the Bachelor of Engineering. The main objective for these committees is to contribute to the continual quality improvement of the BE 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.
8. Accreditation

The mechanical and materials major in the Bachelor of Engineering/Master of Engineering at UQ is 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. 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.

9. Preferred communication channels

The School is interested to know students preferred method of communication for study related information. At a large meeting with prospective BE/ME students, it was noted that email announcements was the preferred method.

10. Ethics, Sustainability and Engineering Professionalism

The School is interested to know what courses Student’s believe address ethics, sustainability and engineering professionalism. This feedback will be used for validation of competencies for accreditation with Engineers Australia.