**Mech Staff Meeting Minutes**  
13 May, 2015 (4/15)

**Present:** David Mee, Carl Reidsema, Michael Heitzmann, Vince Wheatley, Alex Klimenko, Bo Feng, Kamel Hooman, Martin Veidt.

**Apologies:** Valentin Valkov, Ross McAree

**Room:** 45-414, Wednesday 1-1.45pm

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<th>REPORT</th>
<th>ITEMS</th>
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<td>Previous Minutes</td>
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<td><strong>OH&amp;S</strong></td>
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<td>o Safety Share</td>
<td>Student working in the AEB on a microwave furnace and the electrician noticed that the equipment had been rewired to change the volt supply. The student arrived in October last year as PHD student and had completed all OH&amp;S requirements. It was noted that the OH&amp;S documentation does not specifically address this topic and advise that altering volt supply is not allowed. It has been recommended that the OH&amp;S unit update the documentation to include specific advice that anything about 25volts must be completed by a registered electrician.</td>
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<td>Faculty Workshop</td>
<td>(Valentin Valkov)</td>
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- It is recommended that OH&S unit update the forms to plain English.  
  DM
**Chair Report**
including
Academic
Board,
FLAG Meetings
(David Mee)

- UQ Open Day *Attachment 1*
  UQ Open Day will take place on Sunday 2 August 2015. Members reviewed *Attachment 1* in regards to the activities to be held in 2015. Suggestions included Carl Reidsema, video for ASWE. Bo Feng, engine test cell. Michael Kearney/Ross McAree, mechatronics.

- Centenary Celebration of Mechanical Engineering at UQ
  Alumni event to be held on Saturday 31 October 2015 in AEB. Staff will receive further information soon.

- MECH4500 Seminar Day
  It was recommended that the MECH4500 Seminar Day be moved to Semester 2 in 2016. Other possible changes would be moving the progress report to Week 6 and changing this to a formal assessment item.

- DSTO Partnerships Week 2015
  Presentations by DSTO at their Partnerships Week event (May 4-8) emphasised that they are keen to collaborate. Members are advised to make contact with any DSTO colleagues to discuss research opportunities.

- Annual reviews
  LSL and recreation leave.

- Annual Graduate Survey *Attachment 2*
  Staff considered the graduate responses and School results in regards to graduate overall satisfaction, generic skills scale and good teaching scale.

**T&L Matters**
(Martin Veidt,
Paul Meehan &
Richard Morgan)

- Final exam timetable
  The final exam timetable has been released and Course Coordinators will be contacted regarding their exam time and due date for results to the School Office.

- Examiners meetings
  The Examiners meeting has been scheduled for 10am – 12pm on Friday 3 July 2015 in 50-N201. All course coordinators will have received a calendar invite today. All staff should attend even if they are not course coordinators as it is a good forum for discussion of assessment.

**First Year Eng**
(Carl Reidsema)
| Research (Han Huang/Vince Wheatley) | RHD scholarship round upcoming  
5 June is the deadline for the next RHD scholarship round. If you are considering a potential applicant, please contact Kristin Greer in the School Office. |  |
| International Advisory Group (Han Huang & Kamel Hooman) |  |  |
| Library |  |  |
| Other Business | UQ Postdoctoral Fellowships  
A member asked about the status of the UQ Postdoctoral Fellowships in 2015. The following information is from the latest Faculty Research Committee meeting:  

At a recent meeting, the Deputy Vice Chancellor (Research) tabled a review of the 19 internal schemes currently offered at UQ, noting some had success rates lower than those of the ARC and NHMRC. It was noted that funding should be sufficient, or schemes targeted enough, to avoid such low rates of award as the intention of internal schemes should be to provide seed funding and support for researchers to then apply for external grants in the future.  

There had been discussion and some disagreement about which schemes should continue. It was expected that there would be fewer schemes in future with higher success rates but the detail was not yet known. The application process for internal schemes was also being reviewed to enhance efficiency and a more linear pipeline had been proposed.  

Due to this, the Faculty is not yet aware of the status of the UQ Postdoctoral Fellowships in 2015. |  |
| Next Meeting | Wednesday 17 June, 2015 |  |