DEAN’S ADVISORY COMMITTEE

MINUTES of the meeting held on
Friday 17 February 2012

Present: Stephen Thurgate (Chair), Kelsie Dadd, Peter Nelson, Trish Fanning, Barry Quinn, Bernard Mans, David Coutts, Helena Nevalainen, Lesley Hughes, Mark Lackie, Mike Poulsen, Paul Smith, Sharyn Eaton, Tony Parker, Imtiaz Bhayat, John ten Have and Jane Edgson

1. Apologies: - Andrea Lerche, Karl Lukezic

2. Matters Arising from the Minutes: - no matters arising.

3. Occupational Health and Safety
JtH advised:
- Installation of the vehicle trackers will be complete shortly;
- The lab accident at the University of Sydney was a distillation problem;
- Report of a fieldwork accident by a student in Fiji. Whilst snorkelling in a class, the student brushed against a sea urchin resulting in several spines embedding in thigh. JtH investigating.
- The height of the low hanging sign on Innovation Road has been identified as a hazard;
- There are problems with the acid leaching facility – currently working to ensure compliance;
- The student with a history of violence employed by SIBT has a new position at another university.

The Dean advised the committee that although under the WHS Act the OHS Committee is no longer required by law, in our case this committee will continue to function.

4. Dean’s Report
- Feedback from Enrolment Sessions
  Enrolments appear to be going well – students were happy and queues not too long. BM queried why Science had only one day for enrolments. IB to check.
  The Dean advised he is delighted with the numbers – BIT Games has brought in extra students as has the way Engineering was listed in the UAC handbook. He expects BMedSci will improve now there is a new Dean in ASAM.
  The ATAR for Advanced Science is higher at MQ than at other universities, but nonetheless the take-up looks better than in previous years.
PS suggested staff need more guidance in advising on waivers versus equivalencies. PS to talk to KD.
BQ advised there had been some problems with post-graduate enrolments – in particular the Grad Cert in Stats.
The committee discussed the complexity of the new timetable and the issues with increased numbers. It was agreed that increases in the number of classes has to be approved by the HoD. The Dean stressed that good solutions to problems have to be found to avoid any future impact.

- **Update on Electronic Engineering Dept**
The Provost has approved the name change from the Dept of Electronic Engineering to the Dept of Engineering, as Mechanical Engineering is coming on board in 2013. The position of Chair in Mechanical Engineering is currently being advertised. The Faculty is expecting in the region of 200 new students in Engineering in 2012. The Masters of Engineering Management will be reintroduced in 2013.

- **PDR**
Those who are yet to complete their PDR with the Dean are asked to make an appointment with JE asap.

7. **Any Other Business**
The Dean asked the HoDs for feedback on the Teacher’s Research projects scheme.

The meeting closed at 9:35.

**Date of next meeting:-** Friday 2 March at 9:00 in E6A202.