The University of Western Australia

THE MINUTES OF THE MEETING OF THE FACULTY OF LIFE AND PHYSICAL SCIENCES EXECUTIVE COMMITTEE HELD IN ROOM 158, FIRST FLOOR, PHYSICS BUILDING ON TUESDAY 24 FEBRUARY 2009

PRESENT:
Dean as Chair (Professor George Stewart)
Deputy Dean (Professor Bob Grove)
Faculty Manager (Ms Jenny Gamble)

Heads (or their nominees) of the following Schools:
Professor Linc Schmitt (Anatomy and Human Biology)
Professor Geoff Stewart (Biomedical, Biomolecular and Chemical Sciences)
Associate Professor Ian McArthur (Physics)
Associate Professor David Morrison (Psychology)

Associate Deans:
Professor Colin Raston (Associate Dean (Research))
Dr Mohamed Makha (Associate Dean (Middle East Research Initiatives))

Managers of the following Schools:
Dr Ron Swann (Anatomy and Human Biology)
Ms David Faithfull (Biomedical, Biomolecular and Chemical Sciences)
Mr Jegatheva Jegathesan (Physics)
Dr Craig Clark (Psychology)
Mr Ron Kelly (Sport Science, Exercise and Health)

Elected Representatives:
Dr Giles Plant (Anatomy & Human Biology)
Mr Doug Robb (Psychology)

VISITOR:
Mr Matthew Kohler (Faculty of Life & Physical Sciences)

APOLOGIES:
Professor Ian Dadour (Centre for Forensic Science)
Professor Arunasalam Dharmarajan (Associate Dean (South Asia Research Initiatives))
Professor Bruce Elliott (Sport Science, Exercise and Health)
Dr Jane Emberson (Academic Student Adviser)
Professor Geoff Hammond (Associate Dean (Teaching and Learning))
Ms Jennifer Stevenson (Biomedical, Biomolecular and Chemical Sciences)

Mrs Lesley Tubic as Executive Officer

WELCOME
The Dean welcomed new members to the meeting. They were:
Associate Professor Lee-Yong Lim, Deputy Head, Biomedical, Biomolecular and Chemical Sciences
Professor Ian Dadour (Centre for Forensic Science), academic staff representative
Mr Doug Robb (School of Psychology), technical staff representative

1. MINUTES

RESOLVED – 1

that the minutes of the Executive Committee meeting held on 30 September 2008 be confirmed.
2. DECLARATION OF POTENTIAL FOR CONFLICT OR PERCEIVED CONFLICTS OF INTEREST
The Dean invited members to declare conflicts of interest in relation to any item on the agenda. No conflicts were declared.

3. PRINCIPLES FOR THE OPERATION OF COMMITTEES - Ref F12439
The Dean reminded members of the committee about the principles, rules and code of conduct for the operation of committees.

4. UNIT INFORMATION MANAGEMENT SYSTEM (UIMS)
The Unit Information Management System (UIMS), a web based system for storing unit information, had been developed to replace the Calliope facility. UIMS had been made mandatory by the Faculty of Natural and Agricultural Sciences (FNAS). Members had before them a proposal that UIMS be made mandatory in FLPS from semester 1, 2009 as it was in FNAS. Mr Matthew Kohler, Project Manager with FLPS, would oversee the implementation of UIMS across the Faculty. He emphasised the importance of making the system mandatory so that the uploading of all unit information could be assured. He explained the advantages of the system to members. These included:

- UIMS is user friendly with only four mandatory fields to be completed for each unit.
- When unit information was updated it would be possible for the source of the update to be identified.
- Reports could be extracted from the system.
- The time needed for updating units would be considerably reduced. An annual saving of approximately 400 work hours.
- Easy access to unit information with search options available for both enrolled and prospective students. The current system could only be accessed by enrolled students.
- It may be possible for UIMS to be linked to WebCT.

A review of the UIMS project would be conducted in May 2009 at which time feedback would be sought from staff (academic and general/professional) and students.

Although members were concerned about the tight deadline (week three of first semester) they supported the proposal that UIMS be made mandatory in FLPS.

RESOLVED – 2

that the Unit Information Management System (UIMS) be made mandatory for the Faculty of Life and Physical Sciences. The implementation of UIMS would commence in the first semester of 2009.

5. DEAN'S REPORT
The Dean reported on the following issues:

- **Enrolments in 2009**
The Dean informed members that enrolments seemed reasonably good. Any increase in enrolments could be due to reduced HECS and the downturn in the economy. He was, however, concerned about the reduction in international enrolments to date. This may been offset to some degree by increased enrolments in some of the offshore programs in this Faculty. The Faculty’s position would be considered when more detailed enrolment figures became available at the end of the enrolment period.

- **Senior Management Group and Vice-Chancellor’s Advisory Group Meetings**
The Dean informed members that the Vice-Chancellor had met with Senator the Hon. Kim Carr, Minister for Innovation, Industry, Science and Research. The V-C informed members at a meeting of senior managers that the education revolution had been postponed with additional funding for higher education from the Federal and State Governments unlikely.
• **Regional Funds**
  Under the Royalties for Regions Scheme considerable funding would flow to country areas. In 2008-09 approximately $675 million would be distributed to country areas. The Dean encouraged members to build on opportunities that Schools may have to establish collaborative projects with country partners as it may be possible to secure funding from the Royalties for Regions Scheme. Information about the Scheme could be obtained from the following website:


• **UWA Open Day**
  The Dean informed members that UWA Open Day (formerly Expo) would be held on Sunday 9 August 2009. Open Day 2009 would include more entertainment in the program than in previous years. The primary focus of the event would still be directed at student recruitment.

• **Meeting Postdoctoral Research Fellows and Early Career Researchers (ECRs)**
  The Dean informed members that at a meeting attended by Professor Robyn Owens, Pro Vice-Chancellor (Research and Research Training), Heads of Schools and postdoctoral research fellows and early career researchers a lack of satisfaction with career prospects amongst early career researchers had been brought to his attention. Members’ comments included:

  - Abridged versions of the On-Track programs could be held several times a year.
  - The PDR process should be utilized to ensure that ECRs were adequately supported and that their expectations were managed.
  - Support could also be provided through mentoring programs.

• **2009 Prime Minister’s Prizes for Science**
  The Dean informed members that nominations were being sought for the Prime Minister’s Prize 2009. The prizes were:

  - Prime Minister’s Prize for Science - $300,000.00
  - Science Minister’s Prize for Life Scientist of the Year - $50,000.00.
  - Malcolm McIntosh Prize for Physical Scientist of the Year - $50,000.00.
  - Prime Minister’s Prize for Excellence in Science Teaching in Primary Schools - $50,000.00.
  - Prime Minister’s Prize for Excellence in Science Teaching in Secondary Schools - $50,000.00.

  Information about the prizes and nominations procedures can be obtained from the following website:


  Nominations need to be submitted by 17.00 AEST, Friday, 8 May 2009.

• **World University Network**
  The Worldwide Universities Network (WUN) is a partnership of research-focused universities in Australia, China, Europe and North America. Criteria for collaborative research projects included a requirement that partnerships be established with at least two member universities. The Dean informed members that the Vice-Chancellor had created a fund to support collaborative projects between UWA and WUN. Under this scheme it would only be necessary for partnerships to be made between UWA and one of the member universities.
6. RESEARCH COMMITTEE REPORT
The Associate Dean (Research) provided an update on research issues and activities within the Faculty. This included:

- **ARC Discovery Projects**
  At the time of the meeting a total of 43 applications for ARC Discovery Project applications had been received for FLPS. An overview of the applications was tabled at the meeting. A copy is attached (Attachment A).

- **Research Committee Meetings**
  A meeting of the UWA Associate Deans (Research) would be held on Friday 27 March 2009.

  The first meeting of the Faculty Research Committee would be held in March. The Faculty Manager told members that a research only staff member was needed for the committee. However, no nominations had been received thus far. Members were asked to nominate suitable candidates.

  Agendas and minutes for the UWA Research Committee can be obtained from the UWA Committee’s website at:


- **Gledden Fellowships**
  A workshop was planned for May 2009. The workshop would be lead by Professor Federico Rosei, 2008-2009 Visiting Senior Gledden Fellow at UWA.

- **NHMRC**
  The Faculty Research Committee would be more actively encouraging staff to apply for NHMRC grants. Information can be obtained from the NHMRC website at: http://www.nhmrc.gov.au/grants/index.htm. Successful applicants would be sought as mentors.

- **ARC Linkage Grants**
  The Faculty needed to develop strategies to ensure that ARC Linkage Grant applications were submitted by the internal deadline. This ensured that there was sufficient time for applications to be scrutinised and to allow for any adjustments deemed necessary. There was a noticeable decline in the success rate amongst those applications that had been submitted after the internal deadline in 2008.

7. MIDDLE EAST RESEARCH INITIATIVES REPORT
The Associate Dean (Middle East Research Initiatives) provided an update on the Faculty’s recruitment activities and collaborations with institutions in the Middle East. Dr Makha tabled a report at the meeting. A copy is attached (Attachment B). His report included:

- **Middle East visit by Professor Ian Dadour, Director, Centre for Forensic Science**
  Professor Dadour’s visit resulted in the recruitment of eight students to study in the Centre for Forensic Science.

- **Saudi Arabia**
  Service contracts being negotiated with King Abdulaziz University (KAU) and King Faisal University (KFU) were unsuccessful. Negotiations were in progress to establish new contacts with these universities.
• Middle East visit by Hon Terrence Redman Minister for Agriculture and Food; Forestry; Minister Assisting the Minister for Education
The Minister who recently visited the Middle East would be reporting on his visit at the meeting of the Australian Chamber of Commerce

• Other activities planned for 2009 are the:
  - IDP Road show in April, which includes visits to the United Arab Emirates and Saudi Arabia; and the
  - AATT Road show in August 2009. This will include visits to Bahrain and Saudi Arabia.

8. TEACHING AND LEARNING COMMITTEE REPORT
The Chair of the Teaching and Learning Committee provided members with a written report on the 2008 Teaching and Learning awards. This included the winners in the following categories:

Coursework Teaching
Associate Professor Nick Milne (Anatomy and Human Biology) (shared)
Dr Karen Wallman (Sport Science, Exercise and Health) (shared)

Coursework Teaching (Early Career)
Dr Dan Franklin (Forensic Science)

Student Support
Professor Ian Dadour (Forensic Science)

Student Teacher
Mr Ian Sewell

Postgraduate Supervision
Professor Alan Harvey (Anatomy and Human Biology) (shared)
Dr Paul Fournier (Sport Science, Exercise and Health) (shared)

Honours Supervision
Professor Lawrie Abraham was awarded a Letter of Commendation

These awards would be presented at the Faculty Prize-giving Ceremony to be held on 20 May 2009.

The Faculty Manager informed members that a lot of nominees had withdrawn because of other commitments. She asked Heads of Schools to put forward names of staff whose teaching performance they considered worthy of acknowledgement. These might be identified through the PDR process. Nominations from Heads of Schools could be submitted at any time.

Confirmed

CHAIR
Total number of applications: 43 as of 12.00 pm 24/02/09

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Total number of applications with multiple CIs = 23
FLPS Middle East Marketing Activities

1- Successful recent visit to the Middle East with Prof Ian Dadour
2- Meeting with educational agent IEGC – Mr Mohamed Enmaoui.
3- The Saudi service contracts with KAU and KFU of last year collapsed. A revisited service contract of KAU has just been submitted to the International Centre.
4- Hon Terry Redman MLA, Minister for Agriculture and Food, Forestry, Minister Assisting the Minister for Education recent visit to the Middle East.
5- The minister is giving a debriefing of his visit at the next month meeting of the AACCI.
6- The IDP road show on April – UAE - Saudi Arabia with Paul Buist.
7- The AATT road show on August – Bahrain and Saudi Arabia with Kelly Smith.
8- Possible visit by the Deputy Vice Chancellor to the region.
9- Issues with Middle Eastern students:

New trend with Saudi students:
The students enrolled in a Masters by coursework could get an extension of support for a PhD – e.g. Analytical Chemistry.

CELT issues:
Unlike the South East Asian students, Middle Eastern students find the transition a bit challenging. There is a need to establish programs to facilitate the transition in order to get a strong hold on this market.
Before Christmas, a general meeting of all the Saudi students was called to discuss their issues with CELT (FLPS was represented): academic English, library access, timetable, occasional attendance to academic lectures, prayer room (a recall meeting is due next week).
The success of CELT English program is integral to the success of the academic programs that follow (less burden on academic supervision while it is generally accepted that these students are of high maintenance and with high expectations).

Addressing these issues will be discussed at the next meeting of Marketing & International Strategy Cmtee.