

FACULTY OF ENGINEERING

REPORT ON RECOMMENDATIONS FROM PHASE TWO

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| Recommendation 1 | <p>The Review Team commends the Faculty on the improvements that have taken place in communication since the Phase One Review. However, it recommends that they investigate ways to further improve communication across departments and between staff and students and suggests that the Faculty considers engaging an outside consultant to investigate where the blockages of communication occur. (See Section 4.2)</p> |
| Action taken by the Faculty | <p><i>Strategic Planning has identified this as a weakness needing addressing as well. DAC is considering re-introduction of newsletter similar to the old PNR Periodical. To go to students and alumni. Dean's Communiqué has already been introduced to explain what is happening in the Faculty on a regular basis.</i></p> <p><i>Inter-departmental communication is being substantially improved by staff members working closely together on the Flexible First year program Stream A involving Civil, Chem. Engg and AMME in 2004. In 2005, the FFY Stream B will be introduced involving EIE, Mechatronics, Space Engineering and SIT. Groups working on this have increased interdepartmental communication substantially.</i></p> <p><i>A new Sesqui Teaching Improvement Grant in the area of control has been awarded involving EIE and AMME. Working together on this will improve communication. Groups in computer engineering and mechatronics have been located together on Level 3 of the Link Building, which will increase communication.</i></p> <p><i>TIF project work on mapping curriculum and standard web based unit of study outlines will assist communication. Students will get a better sense of what they have to do throughout the program and how it fits together.</i></p> |
| Further action planned but not yet implemented (if appropriate) | <p>To get the PNR Periodical published and circulated with the Gazette and to students.</p> |
| Faculty's evaluation of the success of action taken | <p>None to date</p> |

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| Recommendation 2 | The Review Team recommends that the Faculty continue to address the issue of gaps in assumed knowledge for Advanced Engineering students. (See Section 4.5) |
| Action taken by the Faculty | <i>This has been addressed in 2004 by reducing the Advanced Engineering to 6CP in 1st year. Students no longer need to leave out Maths which was causing most of the problem</i> |
| Further action planned but not yet implemented (if appropriate) | None |
| Faculty's evaluation of the success of action taken | |

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| Recommendation 3 | The Review Team suggests that staff should be encouraged to apply for the Vice-Chancellor's awards for excellence in teaching and postgraduate supervision. (See Section 4.9.1) |
| Action taken by the Faculty | <i>The HODs have been encouraged to get their staff to apply for these awards. The general impression is that the bar is too high and the time required to prepare an application is too demanding with the current workloads.</i> <i>The Faculty has Dean's Teaching and Service Awards up to senior lecturer level, which is annual, and there is no problem in awarding these on recommendations of the HODs.</i> |
| Further action planned but not yet implemented (if appropriate) | Review Faculty Teaching Awards to see which ones can be put forward in 2005. |
| Faculty's evaluation of the success of action taken | No success at this time with VC's awards |

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| Recommendation 4 | The Review Team recommends that the Faculty consider ways of improving the variation in tutor training programs and practices across the Faculty. (See Section 4.10) |
| Action taken by the Faculty | <i>The Schools of AMME and EIE integrating training with ITL. Chem. Eng and Civil have not yet reported back on what they are doing</i> |
| Further action planned but not yet implemented (if appropriate) | With the appointment of news HOD's in Civil and Chemical Engineering in 2005, to get tutor training implemented in these Departments. A Tutor Training policy has recently been developed and approved by the Faculty. It will be implemented in 2005. |
| Faculty's evaluation of the success of action taken | None |

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| Recommendation 5 | Noting that this contravenes Academic Board policy, the Review Team recommends that the practice of joint teaching of undergraduate and postgraduate students in the Faculty be discontinued. Conflicting advice was received by the Team regarding the difference or otherwise of assessment tasks for undergraduate and postgraduate coursework students; and they suggest that the Faculty investigate the situation. (See Section 4.11) |
| Action taken by the Faculty | <i>The Faculty is discontinuing having undergrad students and masters students in double-badged units of study. All units of study involving Masters students will have a 5 or 6 number (e.g. ENGG5****). Undergraduates can take these as electives if they wish.</i> |
| Further action planned but not yet implemented (if appropriate) | None |
| Faculty's evaluation of the success of action taken | No known problem with the new system. |

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| Recommendation 6 | The Review Team reminds the Faculty about compliance with Academic Board policies, particularly <i>Academic Honesty in Coursework</i> . (See Section 4.12) |
| Action taken by the Faculty | <i>Individual unit of study co-ordinators include this information including the website in the course notes and handouts</i> <i>John Currie, Associate Dean T&L says new UOS creation template has all relevant AB T&L/CUS policies listed and hyper-linked</i> |
| Further action planned but not yet implemented (if appropriate) | To be evaluated by the Faculty T&L Committee |
| Faculty's evaluation of the success of action taken | None |

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| Recommendation 7 | The Review Team recommends that the terms of the Loxton Postgraduate Research Scholarship in Chemical Engineering for male students be communicated to the students. (See Section 5.2) |
| Action taken by the Faculty | <i>Jim Petrie, Head of Chem. Eng to advise students.</i> |
| Further action planned but not yet implemented (if appropriate) | None |
| Faculty's evaluation of the success of action taken | No known problems |

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| Recommendation 8 | The Review Team recommends that the Faculty continue to investigate ways in which the English language communication skills of academic staff from an NESB background can be improved. (Section 5.4) |
| Action taken by the Faculty | <p><u><i>Reply from Head of EIE</i></u></p> <p><i>We note that the issues of academic staff from an NESB at EIE are more likely to be a combination of elocution and capacity to formulate a clear line of argument/description rather than the knowledge of the English language per se. We recommend a Continuing Education course entitled "English Pronunciation for Overseas Born Professionals" to academics with elocution problems. One staff member is attending this course now, while another decided to undertake a Graduate Certificate in Higher Education, which might assist in developing general language skills.</i></p> <p><u><i>Reply from Head of AMME</i></u></p> <p><i>We have considered the approach on English language assessment. But we end up with the conclusion that this is not something that can be proposed easily as none of us have any experience in language skill assessment. From the comments of John Currie, it sounds like a problem which has been reoccurring and so there is an underlying issue which needs to be addressed with appropriate policies from the university or college/faculty at least, not just a quick fix.</i></p> <p><i>Pushing the language skill assessment aside, we will focus first on which units of study the students complaining about, and then look at whether it is the lecturers or the tutors/lab demonstrators that are causing the problem. From the recent staff-student liaison meeting on Wednesday last week, we didn't hear any complaint about any lecturer but there were specific issues associated with particular tutors. The immediate action at the school is that from the next semester, the school will have more comprehensive assessment on the language skills of candidates for tutors before putting them onto the job.</i></p> |
| Further action planned but not yet implemented (if appropriate) | None |
| Faculty's evaluation of the success of action taken | None at this time |

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| Recommendation 9 | The Faculty is advised to inform postgraduate research students of policies and procedures for organising conference travel, particularly in relation to University purchasing policy. (See Section 6.2) |
| Action taken by the Faculty | <i>Postgraduate research students are advised by email or via personal contact with staff members (including supervisors and administrative staff member for postgraduate issues) regarding these procedures.</i> |
| Further action planned but not yet implemented (if appropriate) | None |
| Faculty's evaluation of the success of action taken | None at this time |

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| Recommendation 10 | The Review Team recommends that the Faculty investigate ways of providing the necessary structure for timely completion of postgraduate research candidatures. (See Section 6.2) |
| Action taken by the Faculty | <i>Research progress of students is mentored carefully and seriously and involves students giving seminars, preparing a literature review and a work plan/proposal and being interviewed by a panel consisting of senior and junior academic staff, together with the Director of Postgraduate Studies or the Director of Research in their departments/schools. Annual progress reviews are also held. New students are enrolled in the ENGG5000 Philosophy of Scientific Research, unit of study to give them the tools to enable them to complete their studies on time. In addition, meetings are held with the entire postgraduate research cohort, part of which are devoted to explaining the various research support structures (such as PRSS, Learning Centre and other student services) that will assist them to complete on time.</i> |
| Further action planned but not yet implemented (if appropriate) | None |
| Faculty's evaluation of the success of action taken | None at this time |

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| Recommendation 11 | The Review Team recommends that the Faculty consider updating information about Unit of Study availability, in particular for postgraduate coursework level units, in both the Faculty handbook and on the Faculty website. (See Section 7.2) |
| Action taken by the Faculty | <i>New units of study and programs have been developed for 2005 and approved by the Faculty Board. The Graduate School in conjunction with the departments is preparing a case to the Academic Board for approval. As part of this, the new programs to be delivered in 2005 will be identified. A new faculty handbook will be produced and an improved website.</i> |
| Further action planned but not yet implemented (if appropriate) | None |
| Faculty's evaluation of the success of action taken | None to date |

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| Recommendation 12 | The Review Team recommends that the Faculty consider compiling a database of previous employers to aid in the choice of placements. (See Section 8) |
| Action taken by the Faculty | <p><i>Foundations are assisting with this.</i></p> <p><u>Reply from Head of AMME</u></p> <p><i>The school is consolidating the efforts and resources in USMEA and AMME foundation. The process to consolidate a database for AMME Alumni from various databases is under the way.</i></p> |
| Further action planned but not yet implemented (if appropriate) | None |
| Faculty's evaluation of the success of action taken | None to date |

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| Recommendation 13 | The Review Team suggests that the vision of the matrix model of management needed to be communicated more clearly to staff. (See Section 9.1) |
| Action taken by the Faculty | <i>Dean's Communiqué will address what is happening across the Faculty, especially the Flexible First Year, Bioengineering, Workshops and other rows in the matrix, which are in the pipeline.</i> |
| Further action planned but not yet implemented (if appropriate) | None |
| Faculty's evaluation of the success of action taken | Much of this has been successfully achieved with Engineers Australia Accreditation |

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| Recommendation 14 | The Review Team noted the large number of professors in the Faculty and suggests that they be utilised as a resource, particularly in the area of leadership. (See Section 9.2) |
| Action taken by the Faculty | <i>This seems to be occurring already. One professor is Acting Dean, one is pro-Dean, 3 are Associate Deans, and 3 are HODS. One is Director of the ARC Centre for Autonomous Systems and one is Director of ACFR. With 3 new HODS to be appointed for 2005, several more will take over as HODS. One has just retired as a HOD.</i> |
| Further action planned but not yet implemented (if appropriate) | New HOD's being appointed and several new Associate Deans for 2005. |
| Faculty's evaluation of the success of action taken | None to date |