MINUTES

PRESENT:
Professor Clyde Wild (Chair)
Professor Sue Berners-Price
Professor Peter Healy (acting Dean (Learning & Teaching))
Professor Yew-Chaye Loo
Associate Professor Peter Bernus
Professor Hamish McCallum
Professor Frank Clarke
Associate Professor Steven O’Keefe
Dr Rene Hexel
Dr Wayne Pullan
Professor Nigel Stork
Professor Joe Lee
Professor Ron Quinn
Associate Professor George Mellick
Professor Vladimir Estivill-Castro
Professor Mark von Itzstein
Mr James Walden
Ms Glenda Graham
Ms Catherine Delahunty
Mr Stephen Boyd
Mr George Klich
Mr Vince Lalor
Ms Veronica Dawson

Present by Invitation:
Ms Joanna Peters for agenda item 4.1
Ms Margo Baas for agenda item 4.1
Mr Tony Lyons for agenda item 4.1

APOLOGIES:
Associate Professor Wendy Loughlin
Associate Professor Michael Blumenstein
Professor Bofu Yu
Associate Professor Charles Lemckert
Professor Stuart Bunn
Professor Abdul Sattar
Associate Professor Robert Sang
Ms Glenda Graham

1.0 CONFIRMATION OF MINUTES

The minutes of the 6/2011 (19 August), meeting of the SEET Group Board, having been circulated, were taken as read and confirmed.

PART ONE (10.00am – 12.00 noon) (previously SEET Group Board)

2.0 MATTERS ARISING FROM THE 6/2011 (19 August) MINUTES
<table>
<thead>
<tr>
<th>Action item</th>
<th>Responsible Officer/s</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mr Russell Hume to advise the Chair, Group Board regarding a possibility of including additional representatives on the Gold Coast Local Issues Committee.</td>
<td>Mr Russell Hume, Facilities Manager, Campus Services</td>
</tr>
<tr>
<td>Group Board members to forward any additional feedback regarding facilities at Gold Coast to Mr Russell Hume.</td>
<td>Group Board Members</td>
</tr>
<tr>
<td>Group Board members to forward suggestions regarding possible future electronic infrastructure initiatives to Mr Bruce Callow.</td>
<td>Group Board Members</td>
</tr>
<tr>
<td>Executive Officer to the PVC to contact Schools to ask for input on priorities and actions for Group Operational Plan by the end of September.</td>
<td>Executive Officer to PVC</td>
</tr>
<tr>
<td>Group Board members to forward comments or suggestions regarding Open Day to Ms Ivett Guerra, Marketing Manager, SEET.</td>
<td>Group Board Members</td>
</tr>
<tr>
<td>Heads of School to ensure the key people are invited to participate in Griffith University 40th Anniversary celebrations.</td>
<td>Heads of School</td>
</tr>
<tr>
<td>Members to forward any additional items to be listed for refurbishment to the Dean (Academic).</td>
<td>Group Board Members</td>
</tr>
<tr>
<td>Group Board members and staff in their elements to complete annual fire safety training if not completed in the last 12 months.</td>
<td>Group Board Members</td>
</tr>
<tr>
<td>Research Institute Directors to provide feedback urgently to Dean (Research) regarding their support for an eResearch Analyst position.</td>
<td>Institute Directors</td>
</tr>
<tr>
<td>Members to provide feedback on the HDR Progress Plan and SEET HDR Candidature Policy to the Dean (Research). If no additional feedback is received these policies will be progressed forward as approved.</td>
<td>Group Board Members</td>
</tr>
</tbody>
</table>

3.0 NEW BUSINESS

3.1 Presentations to the Board

- Student Services
  Ms Joanna Peters, Director, Student Services, Mr Tony Lyons, Head, Careers and Employment, and Ms Margo Baas, Manager, Employer Liaison and Graduand Program, reported on Student Services matters.

  Mr Tony Lyons, Head, Careers and Employment provided information on career services available to students, including the career board, seminars, recruitment fairs, industry mentoring, indigenous career support, individual appointment and online resources. Members were also provided copies of brochures outlining these services.

  Ms Margo Baas, Manager, Employer Liaison and Graduand Program, reported on Student Services initiatives for industry engagement. Members enjoyed a viewing of a visual presentation used for these activities, and were advised that this presentation is available for use by elements if required. It was noted that there is a plan to develop a system for sharing industry contacts within the University. Members queried if a link from the Griffith University web site home page could be created, allowing potential employers, easy access to the relevant information on what services are available to them.

  **Action:** The PVC to follow up regarding an “Employer” link on the home page of the Griffith website.

  Ms Joanna Peters, Director, Student Services, advised the Board that Student Services is hoping to work together with Program Convenors and First Year Advisors on a range of issues, such as managing disruptive behaviour, helping
“at risk” students, widening participation, and orientation. Board members were provided copies of Student Services support materials and noted that Student Services can provide first aid training on mental health issues to staff if required.

3.2 PVC Report
The PVC reported on the following matters:

- Eureka Awards
  The PVC congratulated Professors Hamish McCallum and Alan Mackay-Sim for being awarded Eureka awards.

- Sir Samuel Griffith Building
  The PVC drew the Board’s attention to the plans for the Sir Samuel Griffith building and highlighted the promotional opportunities for the Group, as the building will attract a lot of attention and draw people to the campus. Members were advised that three SEET research centres will be located in the new building: the Australian Rivers Institute, the Environmental Futures Centre and the Urban Research Program, and noted that the new environmentally advanced building will be self powering, and will include an observation area where members of the public will be able to see how the technologies employed in the building work.

  The Group Resource Manager advised in response to a query from the Board, that he would provide information, which could be used in a promotional context, regarding financial investment into this building, to the next meeting of the Board.

  **Action:** The GRM to provide information on financial investment into the Sir Samuel Griffith building for promotional purposes.

  The Board noted that some of the office area of the new building operates as “shared space”. The Dean (Academic) agreed to communicate with future occupants of the building regarding how the space is intended to work.

  **Action:** The Dean (Academic) to contact future occupants of office space in the Sir Samuel Griffith building to discuss how the space will work.

3.3 Budget and Enrolment Update
The GRM provided the following budget reports:

- Total Teaching Load (EFTSL) Full Year 2011 by Budget Element Compared to Budget Targets/Projections
- Total CGS Taught Load 2010/2011 vs Targets
- Total FPOS Taught Load 2010/2011 vs Targets
- SEET CGS 2006-2010 Actual Taught Load 2nd Semester Week 8
- SEET CGS 2006-2010 Actual Taught Load 2nd Semester Week 8 by Element
- SEET FPOS UG 2006-2010 Actual Taught Load 2nd Semester Week 8
- SEET FPOS UG 2006-2010 Actual Taught Load 2nd Semester Week 8 by Element
- SEET FPOS CPG 2006-2010 Actual Taught Load 2nd Semester Week 8
- SEET FPOS CPG 2006-2010 Actual Taught Load 2nd Semester Week 8 by Element
- SEET RTS HDR 2006-2010 Actual Taught Load 2nd Semester Week 8
- SEET FPOS HDR 2006-2010 Actual Taught Load 2nd Semester Week 8
- SEET FPOS HDR 2006-2010 Actual Taught Load 2nd Semester Week 8 by Element
- University Teaching Load Report
The GRM advised that the 2012 University Budget will be followed by a Group budget, which should be available by the November meeting of the Board.

3.4 Academic Matters

The Dean (Academic) reported on the following matters:

- **SEET Workload Scheme**
  The Dean (Academic) distributed an updated version of the SEET Workload Scheme document. He advised members that a working group had reviewed the previous guidelines and School executives had been given an opportunity to comment on the new scheme. He advised that the new guidelines would need to be distributed to staff in each element and that he would be happy to discuss the guidelines with members prior to distribution. He noted that the new guidelines were intended to formalise the currently established practice, and weren’t intended to be unduly restrictive. He also noted that the current version of the document has the provisional support of the union, but modifications may be required in light of forthcoming feedback from the academic staff consultation phase.

  Members queried the interpretation of the “research only” profile, which states that 0% of the workload is towards teaching. They were advised that teaching is not a requirement in these positions but some teaching for career development and promotion purposes would be assumed and supported in all positions funded by the University. However some external funding arrangements specify that no teaching is to be undertaken by the staff member.

  The Dean (Academic) asked members to forward any additional comments regarding the policy to him. Members were advised that the document would be distributed to all SEET staff members following the meeting.

  **Action:** Members to forward any additional comments regarding the SEET Workload Scheme to the Dean (Academic).

  **Action:** The SEET Workload Scheme to be distributed to all academic staff in the Group.

- **Refurbishment**
  The Dean (Academic) advised members that new requests are still arising and advised that every laboratory space on the Nathan campus would be inspected to ensure that all requirements are recorded. Lab users were encouraged to notify the Dean (Academic) about any specific concerns.

3.5 Learning and Teaching Matters

No items were reported.

3.6 Research Matters

The PVC reported on the following matters on behalf of the Dean (Research):

- **Major Grant Application Plan (SEET)**
- **A Guide to the Peer Review of Research Grant Applications (SEET)**

The PVC advised members that the Major Grant Application Plan and A Guide to the Peer Review of Research Grant Applications (SEET) documents had been created in response to University requirement to have an expression of interest process for grant applications. Both documents have been reviewed by the Group Research Committee. Members were asked to review the documents and forward comments to the Dean (Research).
Science, Environment, Engineering and Technology Group Board Minutes 7_2011
Friday 16 September 2011

• Higher Degree Research Student Support Document (SEET)
The PVC advised members that the Higher Degree Research Student Support Document (SEET) had been revised after being previously tabled at the Group Board, and the revised version was therefore distributed to members.

In response to a query, members were advised that the release and control of funds available to HDR students, would be at the discretion of the supervisor, with some proportion of the funds intended to be made available at the commencement of the candidature.

Members noted that the document should consistently use the term “element” rather than substituting the term “school” in some instances.

The PVC asked members to provide suggestions on how the policy would be best made available to HDR students. It was suggested that it could be available as part of the induction package in some form, possibly through a link in the relevant area at the Griffith web site. It was also suggested that as the policy regarding funds is generous, this information should be publicised to potential HDR students.

3.7 Internationalisation Matters
The Director (Internationalisation and Professional Liaison) reported on the following matters:
• Visit to Malaysia
The Board was advised that a delegation from the Group, including 6 research centre representatives, will be visiting Malaysia, 25-30 September, in order to showcase SEET’s research excellence as equal to the Go8 group of universities, and consequently to increase the number of HDR students from Malaysia. The delegation will visit a number of universities and government departments and attended press and evening functions. It was noted that follow up is important and the Group should attempt to appoint a specific staff member to maintain connection with each university where connections or shared arrangements are established.

4.0 INFORMATION SERVICES REPORT
Ms Veronica Dawson, Manager, SEET, Academic Services Unit, greeted the Board after returning from long service leave and provided a report on the following matters:
• Expansion of the Gold Coast Library and Gumurrii Centre
• Learning and Teaching Workshops and Consultations
• New Scholarly Information Resources
• Internet Access
• Information Services Review
• SEET Academic Service Librarians

5.0 OTHER BUSINESS
Nil.

6.0 SUMMARY OF ACTION ITEMS

<table>
<thead>
<tr>
<th>Action item</th>
<th>Responsible Officer/s</th>
</tr>
</thead>
<tbody>
<tr>
<td>The PVC to follow up regarding an “Employer” link on the home page of the Griffith website.</td>
<td>PVC’s Office</td>
</tr>
</tbody>
</table>
The GRM to provide information on financial investment into the Sir Samuel Griffith building for promotional purposes.

The Dean (Academic) to contact future occupants of office space in the Sir Samuel Griffith building to discuss how the space will work.

Members to forward any additional comments regarding the SEET Workload Scheme to the Dean (Academic).

The SEET Workload Scheme to be distributed to all academic staff in the Group.

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**PART TWO (12.00 noon– 2.00pm) (previously SEET Faculty Board)**

### 7.0 MATTERS ARISING FROM THE 6/2011 (19 August) MINUTES

<table>
<thead>
<tr>
<th>Action item</th>
<th>Responsible Officer/s</th>
</tr>
</thead>
<tbody>
<tr>
<td>Secretary to forward ENG program accreditation implementation plan to Programs Committee.</td>
<td>Secretary (action taken)</td>
</tr>
<tr>
<td>Secretary to forward program submission for Bachelor of Science (Ecology and Conservation Biology) (1315/1007) to Programs Committee.</td>
<td>Secretary (action taken)</td>
</tr>
<tr>
<td>Secretary to forward program submission for Bachelor of Engineering and Bachelor of Engineering with Advanced Studies (1310/131/1320) to Programs Committee.</td>
<td>Secretary (action taken)</td>
</tr>
<tr>
<td>Secretary to forward program submission for Diploma of Engineering (QIBT) to Programs Committee.</td>
<td>Secretary (action taken)</td>
</tr>
<tr>
<td>Secretary to forward program withdrawal submission for Continuing Education Certificate in Information Technology (9042/9144) to Programs Committee.</td>
<td>Secretary (action taken)</td>
</tr>
<tr>
<td>Secretary to forward program withdrawal submission for Master of Construction Engineering (5134) to Programs Committee.</td>
<td>Secretary (action taken)</td>
</tr>
<tr>
<td>Secretary to forward program withdrawal submission for Master of Environment (Water Resources) (5481) to Programs Committee.</td>
<td>Secretary (action taken)</td>
</tr>
<tr>
<td>Secretary to forward program withdrawal submission for Master of Science (Hons) (Forensic Science) (5091/5092) to Programs Committee.</td>
<td>Secretary (action taken)</td>
</tr>
<tr>
<td>Board Members to forward any additional feedback regarding Assessment Type Codes to Associate Professor Alexander.</td>
<td>Group Board Members</td>
</tr>
<tr>
<td>Secretary to forward feedback from Group Board to the Assessment Committee regarding the draft document, Assessment Submission and Return Procedures.</td>
<td>Secretary (action taken)</td>
</tr>
<tr>
<td>Associate Professor Wendy Loughlin, Dean (Learning &amp; Teaching) SEET, Professor Frank Clarke, Head of School, School of Physical and Biomolecular Sciences, and Professor Hamish McCallum, Head of School, Griffith School of Environment to convene and find a solution for a prompt introduction of the first year of the Physics and Mathematics majors at the Gold Coast campus.</td>
<td>Dean (Learning &amp; Teaching)</td>
</tr>
</tbody>
</table>
Process to be put in place to plan for a single Bachelor of Science program.

Dean (Learning & Teaching)

SECTION A: RECOMMENDATIONS AND REPORTS TO ACADEMIC COMMITTEE AND ITS SUB-COMMITTEES

Nil items

SECTION B: ACTION UNDER DELEGATED AUTHORITY

8.0 ENG MINOR CHANGE SUBMISSION (2011/0004303)
1323/1324 BACHELOR OF ENGINEERING/BACHELOR OF INFORMATION TECHNOLOGY

8.1 On the recommendation of the Dean (Learning and Teaching), the Group Board was asked to ratify the minor change submission (2011/0004303) proposing the following changes to the Bachelor of Engineering/Bachelor of Information Technology:

CIVIL Electives list
- 3104ENG Pavement Design requires a notation to state “(offered in even years)”.
- 3105ENG Water Resources Engineering should be a Semester II course.
- 3108ENG Construction Planning has been withdrawn from offer and requires deleting
- 2006ENG Numerical and Data Analysis still appears as its predecessor 2302ENG Numerical Techniques for Engineers. This requires updating.

ECE Nathan
- 3420ICT Systems Programming (20CP) is to replace 3411ICT Network Security and Administration in the core course list as this course is not offered at the Nathan campus.
- 2508ICT Principles of Intelligent Design is to be removed from the core list to enable the 20CP course inclusion above.

ECE Gold Coast
- A new section has been added for students commencing 2009 as the Gold Coast and Nathan structures are no longer identical.
- 3212ENG C Programming and Computer Architecture has been added and replaces 3302ENG Computer Systems
- An Information Technology listed elective has been added to replace 2508ICT Principles of Intelligent Systems
- 3312ENG Practical Electronics I replaces 3301ENG Practical Electronics
- 3316ENG Practical Electronics II has been added and replaces 2304ENG Communication Systems and Circuits
- The following courses will be offered in a different semester:
  - 3304ENG Control Systems will move from semester 1 to semester 2
  - 3411ICT Network Security and Administration will move from semester 2 to semester 1

ECE Electives Lists
• 4304ENG Optical Communications Systems should be deleted from the elective lists in all structures as it is no longer offered.
• 4310ENG Integrated Circuit Design is offered and should be in the elective lists as a Semester II Nathan course.

ICT Electives Lists
• 3421ICT Multiagent Systems requires notation (online off-campus mode)
• 3623ICT Information and Content Management (online off-campus mode from 2/2011)

Resolution
8.2 On the recommendation of the Dean (Learning and Teaching), the Group Board resolved to ratify the submission (2011/0004303) proposing minor changes to program 1323/1324 Bachelor of Engineering/Bachelor of Information Technology.

9.0 MINOR CHANGE SUBMISSION (2011/0004313) INDUSTRIAL AFFILIATES PROGRAM TITLE CHANGE

9.1 On the recommendation of the Dean (Learning and Teaching), the Group Board was asked to ratify the attached minor change submission (2011/0004313) proposing the following amendment to SEET programs which include the course Industrial Affiliates Program:

• Change the title of the following Industrial Affiliates Program (IAP) courses to Industry Affiliates Program.
  o 3001ENG/4001ENG/7605ENG
  o 3001ENV
  o 3020ICT/7720ICT/7740ICT
  o 3600BPS

Resolution
9.2 On the recommendation of the Dean (Learning and Teaching), the Group Board resolved to ratify the submission (2011/0004313) proposing amendment to SEET programs which include the course Industrial Affiliates Program.

10.0 QIBT MINOR CHANGE SUBMISSION (20110004314) 9354 POSTGRADUATE QUALIFYING PROGRAM (ENGINEERING PATHWAY)

10.1 On the recommendation of the Dean (Learning and Teaching), the Group Board was asked to ratify the attached minor change submission (20110004314) proposing the following changes to the Postgraduate Qualifying Program, (Engineering Pathway):

• Change the campus of offer from Mt Gravatt to Gold Coast campus.

Resolution
10.2 On the recommendation of the Dean (Learning and Teaching), the Group Board resolved to ratify the submission (20110004314) proposing changes to 9354 Postgraduate Qualifying Program.

11.0 PROGRAM CONVENOR AND FIRST YEAR ADVISOR CHANGES

11.1 The Board ratified the following ENV Program Convenor changes for semester 2 2011:
1004 Bachelor of Science (Environment)  
Professor Roger Kitching is replaced by Professor Nigel Stork

1007 Bachelor of Science (Ecology and Conservation Biology)  
Professor Roger Kitching is replaced by Professor Nigel Stork

1009 Bachelor of Environmental Management  
Professor Roger Kitching is replaced by Professor Nigel Stork

1121 Bachelor of Laws/Bachelor of Science (Environment) for the Env component - Professor Roger Kitching is replaced by Professor Nigel Stork

11.2 The Board ratified ENG Program Convenor and First Year Advisor changes for semester 2 2011 as outlined in attachment 28.2

SECTION C: OTHER RECOMMENDATIONS AND REPORTS  
[TO PERSONS/COMMITTEES OTHER THAN THE PARENT COMMITTEE(S)]

Nil Items

SECTION D: MATTERS NOTED, CONSIDERED OR REMAINING UNDER DISCUSSION

12.0 TIMELINES FOR PROGRAM PLANNING, DEVELOPMENT AND APPROVAL – 2012

12.1 The Board was asked to note the following critical dates for approval of program proposals for implementation in 2012:

<table>
<thead>
<tr>
<th>Approval of New Program Submissions by:</th>
<th>For implementation in Semester 1 2012</th>
<th>For implementation in Semester 2 2012</th>
</tr>
</thead>
<tbody>
<tr>
<td>SEET Group Board</td>
<td>13 May 2011</td>
<td>18 November 2011</td>
</tr>
<tr>
<td>Programs Committee – Final Date for Approval</td>
<td>14 July 2011</td>
<td>17 February 2012</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Major program changes which require the approval of Programs Committee:</th>
<th>For implementation in Semester 1 2012</th>
<th>For implementation in Semester 2 2012</th>
</tr>
</thead>
<tbody>
<tr>
<td>SEET Group Board</td>
<td>19 August 2011</td>
<td>February 2012</td>
</tr>
<tr>
<td>Programs Committee – Final date</td>
<td>1 September 2011</td>
<td>2 March 2012</td>
</tr>
</tbody>
</table>

Noted

13.0 OTHER BUSINESS

Nil

14.0 SUMMARY OF ACTION ITEMS

<table>
<thead>
<tr>
<th>Action item</th>
<th>Responsible Officer/s</th>
</tr>
</thead>
</table>
Nil Items

15.0 **2011 MEETING SCHEDULE**

Remaining 2011 meetings of the SEET Group Board will be held at 10.00am on the following dates:

<table>
<thead>
<tr>
<th>Meeting Date</th>
<th>Campus</th>
<th>Venue</th>
</tr>
</thead>
<tbody>
<tr>
<td>21 October</td>
<td>Nathan</td>
<td>Room 2.02 Bray Centre (N54)</td>
</tr>
<tr>
<td>18 November</td>
<td>Nathan</td>
<td>Room 2.02 Bray Centre (N54)</td>
</tr>
</tbody>
</table>
## DISTRIBUTION LIST

<table>
<thead>
<tr>
<th>Group Board Members</th>
<th>Appointment Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>Professor Clyde Wild</td>
<td><em>ex officio</em> (Chair)</td>
</tr>
<tr>
<td>Dean (Academic)</td>
<td></td>
</tr>
<tr>
<td>Professor Sue Berners-Price</td>
<td><em>ex officio</em></td>
</tr>
<tr>
<td>Pro Vice Chancellor (Science, Environment, Engineering &amp; Technology)</td>
<td></td>
</tr>
<tr>
<td>Associate Professor Michael Blumenstein</td>
<td><em>ex officio</em></td>
</tr>
<tr>
<td>Dean, Research (Science, Environment, Engineering &amp; Technology)</td>
<td></td>
</tr>
<tr>
<td>Associate Professor Wendy Loughlin</td>
<td><em>ex officio</em></td>
</tr>
<tr>
<td>Dean, Learning &amp; Teaching (Science, Environment, Engineering &amp; Technology)</td>
<td></td>
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<tr>
<td>Professor Bofu Yu</td>
<td><em>ex officio</em></td>
</tr>
<tr>
<td>Head, Griffith School of Engineering</td>
<td></td>
</tr>
<tr>
<td>Associate Professor Peter Bernus</td>
<td><em>ex officio</em></td>
</tr>
<tr>
<td>Head, School of Information &amp; Communication Technology</td>
<td></td>
</tr>
<tr>
<td>Professor Hamish McCallum</td>
<td><em>ex officio</em></td>
</tr>
<tr>
<td>Head, Griffith School of Environment</td>
<td></td>
</tr>
<tr>
<td>Professor Frank Clarke</td>
<td><em>ex officio</em></td>
</tr>
<tr>
<td>Head, School of Biomolecular &amp; Physical Sciences</td>
<td></td>
</tr>
<tr>
<td>Associate Professor Charles Lemckert/Associate Professor Steven O'Keefe</td>
<td>appointed</td>
</tr>
<tr>
<td>Deputy Head, Griffith School of Engineering</td>
<td></td>
</tr>
<tr>
<td>Dr René Hexel/ Dr Wayne Pullan</td>
<td>appointed</td>
</tr>
<tr>
<td>Deputy Head, School of Information &amp; Communication Technology</td>
<td></td>
</tr>
<tr>
<td>Associate Professor Anthony Carroll/Professor Nigel Stork</td>
<td>appointed</td>
</tr>
<tr>
<td>Deputy Head, Griffith School of Environment</td>
<td></td>
</tr>
<tr>
<td>Dr Ann McDonnell/ Associate Professor Robert Sang</td>
<td>appointed</td>
</tr>
<tr>
<td>Deputy Head, School of Biomolecular &amp; Physical Sciences</td>
<td></td>
</tr>
<tr>
<td>Representative of the Directors of the Group Research Centres</td>
<td>vacant</td>
</tr>
<tr>
<td>Professor Yew-Chaye Loo</td>
<td>invited</td>
</tr>
<tr>
<td>Director, Internationalisation &amp; Professional Liaison</td>
<td></td>
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<tr>
<td>Professor Stuart Bunn</td>
<td>invited</td>
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<tr>
<td>Director, Australian Rivers Institute</td>
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<tr>
<td>Professor Ron Quinn</td>
<td>invited</td>
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<tr>
<td>Director, Eskitis Institute for Cell and Molecular Therapies</td>
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<tr>
<td>Professor Abdul Sattar</td>
<td>invited</td>
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<tr>
<td>Director, Institute for Integrated and Intelligent Systems</td>
<td></td>
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<tr>
<td>Professor Mark von Itzstein</td>
<td>invited</td>
</tr>
<tr>
<td>Director, Institute for Glycomics</td>
<td></td>
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<tr>
<td>Mr James Walden</td>
<td>invited</td>
</tr>
<tr>
<td>Group Resource Manager (SEET)</td>
<td></td>
</tr>
<tr>
<td>Ms Glenda Graham</td>
<td>invited</td>
</tr>
<tr>
<td>Human Resource Manager (SEET)</td>
<td></td>
</tr>
<tr>
<td>Ms Catherine Delahunty</td>
<td>invited</td>
</tr>
<tr>
<td>Executive Officer to the PVC</td>
<td></td>
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<tr>
<td>Mr Stephen Boyd</td>
<td>invited</td>
</tr>
<tr>
<td>Mr George Klich</td>
<td></td>
</tr>
<tr>
<td>Technical Managers, Technical Services (SEET)</td>
<td></td>
</tr>
</tbody>
</table>
Mr Vince Lalor  
Deputy Resource Manager  
invited

Ms Paula Kitto  
HR Advisers (SEET)  
invited

Ms Veronica Dawson  
INS representative  
invited

Professor Allan Cripps  
Pro Vice Chancellor (Health)  
invited

Professor Nick Buys  
Dean, Learning & Teaching (Health Group)  
invited

Information Copies
School Administrative Officers – Science, Environment, Engineering & Technology Group
School Secretaries – Science, Environment, Engineering & Technology Group

Other Copies
Corporate Archives & Records Management copy (attachments)
Binding copy (attachments)
Spare copy