1. Welcome:
   Louise Hickson
   - Louise alerted staff to the recent publication of SHRS update and reiterated the good news stories in the update:
     - Congratulations to Professor Jenny Strong who recently received a Distinguished Member Award from the Australian Pain Society for services to the promotion, treatment and science of pain management and lifelong contribution to the Australian Pain Society.
     - Congratulations also to Associate Professor Joseph Kei who was made a Fellow of Audiology Australia in recognition of his outstanding service both to the Society and to audiology within Australia and around the world.
     - Congratulations to Dr Brooke Grohn (pictured) and Dr Elizabeth Kirk who have been awarded 2013 Dean’s Awards for Research Higher Degree Excellence.
     - At the Speech Pathology Australia National Conference in Melbourne earlier this week, two staff members in the Division of Speech Pathology received awards for their contributions to the profession. Professor Linda Worrall received the Elinor Wray Award which is granted to a member for outstanding contribution to the profession. Professor Liz Ward was honoured with a Fellowship of the Association in recognition of her experience, responsibility and standing within the profession. Congratulations to Linda and Liz!!!
     - Amy Fagan was successful in obtaining the Clinical Operations Manager role on a continuing basis. This position was recently classified and an external recruitment process was undertaken to fill the role. Congratulations Amy!
     - We welcome back Wayne Pitman who was with SHRS last year as acting School Manager. Wayne will take on the role of Project Manager in the School to see us through the extensive renovation and construction program.

2. Guest Speaker: Julie Waldron, Manager, Student and Academic Administration

   - Julie commenced at UQ in 1997 in the Biochemistry department in the Molecular Genetics Laboratory. Due to constraints in research funding, she decided to change to administration beginning in International Admissions and then International Development before becoming the Student and Academic Administration Manager in SBS and now is in the same role but in the HABS Faculty. SAA’s focus is on
     - (1) Students
     - (2) Academic Administration including teaching and learning
     - (3) eLearning (new ePortfolio Committee being established and chaired by Prof Sarah Roberts-Thomson and they are wanting representatives from Schools. Funding is received from the Gated Pipeline @ approx. $150K)
     - (4) International

   - (1) Students: There is the online application system being developed for postgrad students and an online application system for students applying for deferred exams.
   - (2) Academic Administration: current focus is on AQF and getting all programs compliant with the AQF and this involves a lot of paperwork. The Honours calculation is ongoing. Kimberley Hedditch, the Assistant Manager, Academic Administration & Compliance, is working on the 3 Honours programs in SHRS. With the recent release of the Federal Budget, they have been assessing the
implications of the budget and if there is a change in student fees, this shouldn’t impact on the students if they don’t have any interruptions in their study.

- **(3) eLearning:** Academic progression changes in Blackboard and the academic warnings and hoping to improved student performance and this should be up and running in Semester 2 this year. Julie’s team has been working with the Student Affairs Division with regards to the inherent requirements of courses.

- **(4) International:** Julie and Donna Guest, Manager, International Development are working on the international recruitment and strategies to find out where the demand is and what countries the majority of HABS students are coming to UQ.

3. **Guest Speaker: Amy Fagan CEC Fundraising Committee**

   - The Clinical Education Fundraising Committee are focussing on their Interprofessional and Intercultural Student Placement (IP/IC) and their 5 year fundraising campaign.
   - There is currently a team over in Vietnam and one due to depart for East Timor. Not only focussing on international collaborations but also the domestic ones. There is currently a partnership with the Murri School (Speech Pathology and OT student placements).
   - Looking for funds through the following methods:
     - Student Associations (25%)
     - Advancement Office (30%)
     - SHRS Staff (45%)
   - They are constantly seeking scholarships and sponsorships and they are seeking your help!! They are looking at 1 major fundraiser a year and this year it may be around a Spring Carnival or a silent auction. They are open to ideas and suggestions so please put any suggestions forward. Student associations are very supportive and it would be great if staff and students could work together on this project.
   - They are hoping to raise:
     - 2014: $15,000
     - 2015: $50,000
     - 2016: $50,000
     - 2017: $50,000
     - 2018: $50,000
   - The subcommittee members are: Amy Fagan, Kathryn Bulmer and Loretta Porche
   - They are trying to get the Alumni more engaged and graduates to connect to future employers.

4. **OHS Update:** not provided due to time constraints

   Louise mentioned that there would be a meeting following the staff meeting for any staff who wanted to stay to discuss the disestablishment of SWAHS, in particular, OT staff as they are more closely linked than any other division to SWAHS staff and their programs.

   - **Meeting concluded at 1:35pm**

**Next Meeting:** Thursday 19 June, 2014 Room 623, Building 84A