

Dept meeting 1st March 2016



- welcome to Sue Lindsay - microscopy
- L & T centre - Jenny
- workloads & PDR
- committees
- Research – strategic funding
- HDR – welcome to students
- sustainability
- Admin – accounts, IRIS, etc

Academic Workloads

- Almost all processed
- Generally went smoothly
- Feedback on the model welcome
- Most staff are reaching expectations (or close to) in research, teaching & service
- Workloads in relation to expectations will be available on google drive

Performance Development Review (staff only)

- please complete 2015 PDR and get signed off by your supervisor
- 2016 PDR – plans due by end of March

2016 committees

- Committees sorted for 2016
- Available on google drive (emailed out this week)

2016 Strategic research initiatives

due 5 pm on Friday 11 March

- **Strategic research funding (competitive):**
 - 2 rounds per year (late Feb, July)
 - to cover activities such as hosting workshops, development of grant proposals, visits to collaborators, training in research methodologies etc
 - grants up to \$5000 each
- **Cash contributions for grants (competitive):**
 - 2 rounds per year (late Feb, July)
 - For schemes requiring department co-contribution

Can only hold one grant at a time

HDR update

- welcome for **ALL** HDR students – this Friday 4th March 1-2pm, biology tearoom
- conference, interviews, budgets, PGRF, G2G, etc!

Sustainability Update

Samantha Newton

SRN Initiatives

- Different focus each quarter - First quarter 2016 – transport
- Seeking additional SRN reps (get involved with sustainability initiatives in biology., attend quarterly SRN meetings)

Harvest Hub

Weekly delivery service of fresh, local and seasonal fruit and vegetables. Easy to join, easy to make and change orders.

Biology Garden and Living Laboratory

Developing document and webpages outlining how campus is used for learning, teaching and research.

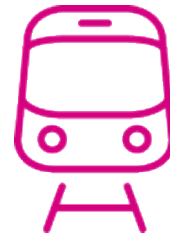
Contact Samantha : samantha.newton@mq.edu.au

Sustainability website: www.mq.edu.au/sustainability

Co-Hop – What is it?

Co-Hop is an innovative online tool to make your commute to Macquarie Park that little bit easier, whilst broadening your range of transport choices. Find and connect with:

- Best routes
- Travel buddies
- Carpool rides
- Travel benefits / discounts
- Prizes!



www.co-hop.com.au

Using Co-Hop

- Macquarie University has partnered up with Connect Macquarie Park to get staff and students to think more broadly about their method of travel.
- By signing up to Co-Hop, staff and students can log their journeys, and find other similar commuters around their local area.
- Co-Hop can suggest alternative forms of travel from your local area, showing you how easy sustainable travel can be.
- Co-Hop members can also be 'matched' with other travellers commuting by the same method.
- Co-Hop helps members to alternate commuting methods, trying out more sustainable options safely.
- Co-Hop members will be eligible for various discounts, and be in the running for Co-Hop participation and method-based prizes.

Binless Office – Small Bin, Big Impact

What

A trial to remove bins from under individual desks.

Why

- Reduce proportion of waste to landfill (increase diversion of paper to recycling, and food scraps to worm farms).
- Lead by example: Waste management is one of the biggest issues we must face in achieving environmental sustainability. With universities playing such an important role in societal change, it is crucial that staff set a positive example for broader society.
- Improve efficiency and reduce costs associated with cleaning.

How it works

- Under-desk bins will be removed.
- Desktop min bins will be supplied for general waste and food scraps.
- Paper recycling bins will be placed in all offices.
- Larger bins will be placed in appropriate common areas (eg kitchens and copier areas).

Admin

- update from Sharyon on IRIS publication processing and budgets for teaching units & committees