1. **Appointments**

Dr Heather Brook has been appointed as Acting Head, Dept of Women's Studies, until mid June. Assoc.Prof.Barbara Baird is on an Outside Studies Program.

2. **Administrative Staff departures**

The Faculty ‘s best wishes and thanks go to two administrative staff who have recently left us.

- Amanda Bettesworth has ‘retired’ to pursue her passion for music. Amanda has been accepted by the Elder Conservatorium as a Diploma of Classical Music student – a real feather in her cap – and will also continue her French language studies with the Alliance Française. Amanda’s two dogs will engage some more of her time.

- Cat Parkinson, who joined us in Sem.2 last year as Systems Data Officer in the Academic and Student Admin area, is moving on to motherhood.

3. **School of Medicine re-organisation**

Any people dealing with the School of Medicine should note that their departments and units have been realigned into five multi-disciplinary clusters with new cost centre codes established.

4. **Academic Promotions**

A CD of the information session re academic promotion may be borrowed from the Faculty Office – Rm.270 Sth, ext.13822. The due dates for applications to be received by the Executive Dean are:

- Promotion to Level B: Friday 3 April
- Level C: Friday 17 April
- Level D: Friday 1 May

5. **Information Services name changes**

The Multimedia Technology Unit is now named Digital Media Services, and Communication Services has changed to Customer Services.

6. **University appointments**

Eliza Saito has transferred from the post of Executive Assistant to the VC to become the Head of Marketing in the Marketing and Communications Office. Until 13 March Nicole Morcom will cover urgent business as Executive Officer to the VC, then Kim Jones will act in that role until the end of March.

Following Gail Greenwood’s retirement, Fiona Salmon has been appointed as Director of the University Art Museum.

**John Browett**

Executive Dean

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**Department of History Seminars**

Fridays at 11.15am unless otherwise noted, Room 241 SS North

<table>
<thead>
<tr>
<th>Date</th>
<th>Speaker/Location</th>
<th>Topic</th>
</tr>
</thead>
<tbody>
<tr>
<td>6 March</td>
<td>Prof Ann Crowther, U.Glasgow</td>
<td><em>Myths of Medical Migration: Scottish Australian Connections in the 19th Century</em></td>
</tr>
<tr>
<td>2pm on 13 March</td>
<td>Dr Alia Imtoual, Flinders</td>
<td><em>Veiling/Unveiling and Intergenerational Transitions among Muslim Women in Australia</em></td>
</tr>
<tr>
<td>27 March</td>
<td>Assoc.Prof. Noel Tracy, Political and International Studies, Flinders</td>
<td><em>The Minsky Moment: the Historical Context of the Current Economic Crisis</em></td>
</tr>
</tbody>
</table>
Professor Robin Moore

Robin Moore, who died on 4 January 2009 after a long illness, was Professor of History at Flinders University from 1971 until his retirement in 1997 and Head of the Faculty of Social Sciences from 1988 to 1997.

Born in Melbourne in 1934, Robin Moore received his secondary education at Melbourne High School, where he was a contemporary of Keith Hancock, later Professor of Economics and Vice-Chancellor of Flinders. After graduating in history at the University of Melbourne with an MA thesis on the social history of Melbourne in the 1880s, he worked for several years in the business world, which awakened his interest in Asia. Having been awarded a travelling scholarship, in 1962 he proceeded to the University of London where he completed a PhD thesis on the Indian policy of Sir Charles Wood (first Viscount Halifax), who was Secretary of State for India in 1859-66. In 1964 Robin was appointed to a lecturership in the School of Oriental and African Studies (SOAS) in the University of London. He was Reader in South Asian History at SOAS when in 1971 he was appointed to the History chair at Flinders in succession to the historian of the French Revolution, George Rudé. He later held visiting posts at the University of London, the University of Cambridge and the University of Tulsa, Oklahoma, and in 1981 was elected to membership of the Australian Academy of the Humanities. Robin’s first wife Ariadne died in 1975. He later married Rosemary Sweetapple who until her retirement in 2007 taught English at the University of Adelaide. She shared his love of music, literature and travel.

During his academic career Robin Moore published nine substantial works and numerous scholarly articles on British rule in India up to independence in 1947. He achieved an international reputation in this field which was recognised by the University of London when in 1980 it awarded him the prestigious degree of Doctor of Letters. His final project was a biography of Lord Curzon, Governor-General and Viceroy of India in 1899-1905, but after retirement Robin's health deteriorated and the biography remains unfinished.

David Hilliard

Dr Lance Brennan, who worked closely with Professor Robin Moore at Flinders, gave the address at his funeral on 9 January. The following is a slightly edited version.

I first met Robin Moore in early 1970 across a table in the Private Papers Room at the National Archives of India in New Delhi. Robin was an established historian at SOAS; I was a graduate student at the University of Sussex.

Although the difference between us was obvious – few graduate students wore three-piece suits, even in a chilly Delhi winter – Robin treated me with immense courtesy. In his years at Flinders he was a model of courtesy to us all: academics and general staff alike. Even those people whose actions or policies he believed would damage the department, faculty or university, were treated with courtesy.

Robin had a remarkable talent for persuasion. He would invite us into his room to discuss something and without having been instructed in any way we would leave the room motivated to attempt something we had not previously contemplated.

He also encouraged his colleagues to pursue their own interests in teaching and research. Many of my colleagues remain international leaders in their fields. He was president of the Australian Historical
Association in 1983-84 when the national executive was based at Flinders. This was a pivotal period in the organisation of the history profession in Australia.

Robin was also active outside the academic world. He appreciated good food and wines and was a member of the Adelaide Club. Other interests were music, the theatre and film, and he enjoyed being a Governor of the Adelaide Festival of Arts from 1980 to 1994. Under Rosemary's guidance Robin also developed a fondness for dogs. But above all Robin was an historian. His output was prodigious. As well as numerous articles, he wrote eight books and edited another.

A month or so ago he told me he thought his best book was *The Crisis of Indian Unity, 1917-40*. This book sets out his major argument, that the origins of Partition can be found much earlier than in the 1940s. The British devolved power to Indians in a gradual step-by-step process. Each step created interests at the provincial level that made it more difficult for Indian political leaders to agree on the next step. This culminated in the inability to devise a political system in which India was both independent and united. The books that followed on Indo-British politics during the Second World War and the ‘endgame’ of 1946-47 extended the threads of this central thesis. Robin’s point was that Partition resulted from structural difficulties – not because of the personal ambitions and hostilities of the major individuals. Those who were at the graduation ceremony at which he gave the oration will recall his criticism of the demonisation of Mohammed Ali Jinnah in Richard Attenborough's film *Gandhi*.

Robin’s study of the high politics of the years between 1917 and 1947 was a massive project. So thorough was his scholarship in British and Indian archives and so thoughtful was his analysis, it is most unlikely that it will be challenged.

Another side to this scholarship is demonstrated by Robin's final book, *Paul Scott’s Raj*. Through his work on the novelist's papers, Robin helps us understand how Scott developed his view of India and the Raj, as expressed in the *Raj Quartet*, but he also used the opportunity to portray the ways British imperialism affected both ruled and ruler.

It is our loss that Robin was unable to complete his biography of Lord Curzon, one of the most important and complex imperial politicians who, as well as being Viceroy of India, was involved in the construction of the imbroglio of modern Iraq.

Robin’s eminence as a meticulous researcher and engaging writer drew attention away from his ability as a teacher. He often gave a lecture on the basis of three words on the back of an envelope – delivered the lecture in complete sentences – and left memorable insights with his students. He supervised numerous graduate students: more at SOAS than at Flinders, but the latter included Professor Carl Bridge, now Director of the Menzies Centre for Australian Studies at King's College, London.

But above all I recall and admire Robin's quiet courage. He took the brunt of the events and pressures of the student occupation of the Registry in 1974 without complaint, and he suffered acute personal loss. He also remained Head of Faculty for ten years, a period which included some occasions when he had to be very strong to protect the interests of the Faculty, its staff and students.

Following his retirement Robin again demonstrated his courage in the face of a number of debilitating illnesses. He remained interested in the department, faculty and university until his final weeks, and he retained his concern for the well-being of his colleagues.

Robin was a man of substantial scholarship, courtesy, charm, and courage. He was a great academic leader. It was a privilege to work with him, and a privilege to share my thoughts with you today.

*   *   *   *   *

Donations made through the Faculty in memory of Professor Robin Moore have been forwarded to the Flinders Medical Centre for Parkinson's Research. Thank you.
News from AOUs in Social Sciences

School of Social Work

The School extends a warm welcome to its new staff:

- Dr Lorraine Kerr, Lecturer in Social Planning.
- Mr Ross Portolesi, Field Education Coordinator
- Mr Damien Riggs, Lecturer in Social Work
- Mr David Roach, Lecturer in Social Work
- Mr Mario Trinidad, Manager, Field Education.

Congratulations to Mr Jay Marlowe, PhD candidate, who has been accepted as a Visiting Research Fellow at the Refugee Studies Centre at the University of Oxford, from October to December 2009.

Assoc.Prof. Fiona Verity recently attended The Smith Family Tertiary Awards Presentation 2009: Realising Dreams, as a representative of the Vice Chancellor.

Dr Lorna Hallahan addressed the SA COTA Senior Voice Quarterly Policy Council (20 February) on the topic of The Harmer Pension Review and the interface of disability and aging policy in Australia.

Mr Michael Bull – workshop presentations:
- Australian Learning and Teaching Council Faculty Scholar Project, Macedon, Victoria, 19 February.

Publication:

Department of History

Eric Richards’ new book Destination Australia: Migration to Australia since 1901. (UNSW Press, Sydney), was launched at the Migration Museum by Professor Graeme Hugo. It is presently being published in United Kingdom by the Manchester University Press.

Eric is currently working as consultant to Southern Star Entertainments in Sydney for a projected television series provisionally entitled Welcome Home: Australia’s Immigration Story. 1901-2010.

He will be keynote speaker at the ‘Scotland’s Global Impact Conference’ in Inverness in October 2009 with a paper entitled, 'Australia and Scotland: the Evolution of a Long-distance Relationship'.

Peter Monteath and Valerie Munt attended the biennial conference of the Australasian Assn of Communist and Post-Communist Studies, held at the University of Sydney. In the conference opening session they both gave papers on their recent work on the Communist anthropologist Frederick Rose.

School of Political and International Studies

Assoc.Prof. Andrew O’Neil and Mr James Manicom presented a refereed paper at the International Studies Assn [ISA] conference in New York on 16 February, entitled ‘Australia’s response to a rising China: accommodation or balancing?’ ISA is the peak worldwide association for International Relations scholars.
On 23 February Andrew delivered a presentation to the Australian Defence College on 'Scholars, Practitioners and International Relations', and on 26 February he participated in a round table on 'Weapons of Mass Destruction in Asia' at the ANU, organised by the Australian branch of the Conference for Security and Cooperation in the Asia Pacific [CSCAP].

Flinders Business School

**Appointments**

Mr Ludek Seda joins the Flinders Business School as an Associate Lecturer. Ludek successfully completed honours last year and we welcome him to the School. Ludek grew up in the Czech Republic and spent eleven years working in the law enforcement field, serving in both the Czech military and police forces. It is no surprise then, that Ludek's area of research interest is Forensic Accounting.

Alison Cropley has left FBS to undertake a secondment in the student administration area of the Faculty of Science and Engineering. Her contract runs to the beginning of November, with the position having a major focus on event management. We wish Alison well for her new job, and we look forward to her return later in 2009 replete with enhanced experiences and knowledge.

Ms Amanda Bosco has commenced as our new full-time administrative assistant in the School Office. Amanda has previously worked in the Examinations Office at Flinders, and also has had administrative experience at Nottingham Uni. (UK). Welcome Amanda.

Dr Robyn Davidson leaves the Flinders Business School after accepting an offer of Senior Lecturer at Adelaide Uni. Robyn has been an important member of the School for many years and we wish her all the best at Adelaide.

**Flinders Business School Orientation day**

Tuesday 24 February saw FBS hold its Orientation day for the new BBus and BCom students. The day was an overwhelming success with 240 students packed into North 4. The students were welcomed by the Dean, Prof. Angèle Cavaye, and introduced to many of the staff (identified by their green T-shirts) and given much useful information (including working out their Simpsons personality type). Students then participated in smaller 'breakout' groups with academic staff to talk about their fears and expectations. Most of the students then stayed to enjoy a BBQ cooked by FBS staff. Below are some shots of the event. The Executive Dean of the Faculty is featured quality testing an XXL executive-sausage.

**FBS Publications in 2008**

**Journal Articles**


**Book**

**Book reviews**


**Other**

On 18 February Assoc.Prof.Owen Covick served as facilitator at the Southern Adelaide Debt Relief Forum held at the Noarlunga Centre. This public forum was organized by Amanda Rishworth (MHR for the seat of Kingston). The panel members represented: Financial Ombudsman Services; Legal Aid; Centrelink; Uniting Care Wesley-Financial Counselling; and St Vincent de Paul. They provided information and answered questions about what types of support are available when a person runs into problems with their personal finances.

On 19 February Prof.Carol Tilt, along with PhD candidates Simon Cottrell, Ludek Seda, Giao Reynolds, Elvira Luthan and Anne Canny, attended a full day symposium on ‘promoting quality doctoral research’ held by SymposiumSA - A South Australian Network for accounting, finance and quantitative research. The objective of SymposiumSA is to encourage and stimulate quality research activities in the fields of accounting, finance and econometrics within South Australia. International speakers at this inaugural event included distinguished academics from DePaul University, New York University, Northwestern University, University of Rhode Island, and University of Sydney. The day was jointly sponsored by the four South Australian Universities, and will be held annually.

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**School of Geography, Population and Environmental Management**

**2009 Publication**


Also available at: [http://www.biomedcentral.com/1472-6963/9/36](http://www.biomedcentral.com/1472-6963/9/36)

**Staff - Dr Udoy Saikia**

During his visit to Timor-Leste in February, Udo was invited to give a presentation on ‘Sustainable Development’ at the Australian Embassy, Dili, Timor-Leste. Udo also presented the findings from his current research project on Timor-Leste to the local communities during the visit. His research paper ‘The World's Highest Fertility in Asia’s Newest Nation: An Investigation into the Reproductive Behaviour of Women in Timor-Leste’ (co-authored with Dr Gour Dasvarma, Flinders, and Tanya Wells Brown, Health Specialist, The World Bank) is one among four papers that have been selected for presentation in the session titled ‘High fertility societies, stagnation in the fertility decline: Where, why and future prospects?’ in forthcoming XXVI IUSSP International Population Conference to be held in Morocco this year.

**Centre for Development Studies**

Cara Ellickson and Anu Mundkur, Gender Consortium, recently designed and delivered a Gender Analysis Workshop for the Western Australian Office for Women’s Policy [WA OFWP]. They will also be providing follow-up Online Distance Coaching Support to WA OFWP policy officers to ensure the sustainability of workshop outcomes.
OCCUPATIONAL HEALTH AND SAFETY

Academic and general staff members who supervise others are responsible for their safety and must complete the OHS on-line Supervisor Training package. This is a legislative requirement. The course is available on the web at: [http://www.flinders.edu.au/ohsw/training/suptrng_reg.cfm](http://www.flinders.edu.au/ohsw/training/suptrng_reg.cfm)

All teaching staff are classed as supervisors, and supervisors can be liable for individual fines – as can the University – if found to be negligent for a person who is injured while under their supervision. The failure of supervising staff to complete the course may affect the University's Exempt Employer status. If you have not completed the Supervisors’ OH&S training, please attend to it urgently.

Emergency Evacuation procedures:

With the commencement of the new teaching year, academic staff are reminded of their obligation to inform students of the Faculty's evacuation processes. In all Social Sciences AV teaching spaces users can find the link to the streaming Evacuation procedure video at the top right hand corner of the desktop - it is called 'Evacuation Procedure'.

The assembly point for all staff and students in the Social Sciences North, Social Sciences South and Law Commerce buildings is the western side of those buildings in the direction of the lake. **Car parks are not to be used as assembly areas – emergency vehicles need clear access to all building car parks.** In accordance with the OH&S Legislative requirements, two scheduled building evacuations will be conducted during the year.

The University's Emergency procedures re Bushfire, Fire, Emergency Warning Procedures and Medical Emergency, etc. is on the web at: [http://www.flinders.edu.au/ohsw/emergency/emergency_home.cfm](http://www.flinders.edu.au/ohsw/emergency/emergency_home.cfm) This information is also printed at the end of the Newsletter.

Contractor Safety:

Flinders University is committed to meeting standards required by the **Occupational Health Safety and Welfare Act 1986**. As a consequence of the Act, **all contractors who are engaged to undertake work on University premises must be registered with the University and be recorded on the Preferred Contractor database. Faculty staff who engage external contractors must be familiar with these procedures - see [https://www.flinders.edu.au/buildings/contractor/login/index.cfm](https://www.flinders.edu.au/buildings/contractor/login/index.cfm)**

Contractors must receive area-specific induction by the Responsible Person* and be allocated a Contractor Pass (available from the Faculty Services Office) which they are to return at the completion of the project. Responsible Persons are required to monitor contractor performance to make sure that work on University premises is carried out in a safe manner and that any hazards are controlled appropriately.

* **Responsible Persons**: University staff members responsible for arranging the contract for work, or service of equipment, or setting up event infrastructure.

Electrical Testing:

Electrical Testing in the Faculty is continuous and staff are asked for their co-operation when our Electrical Tester, Charlie Rumbelow, carries out testing in their area. All electrical equipment within the Faculty MUST be tested and tagged to meet OH&S legislative requirements. An upgraded data base records and allows for tracking of all electrical items in Social Sciences.

Personal items of electrical equipment should not normally be brought into the workplace. Where personal items are brought to the workplace they must be tested and tagged prior to use.

You are required to report any damaged electrical equipment in your work area to Charlie (extn 15895, or email charlie.rumbelow@flinders.edu.au). Damaged items must be removed for repair or disposal.

Hazard Identification Survey:

Staff are asked to watch for any dangers or potential hazards on campus, and to report risks as soon as possible to their supervisor or to Vickie Armstrong. As well as ongoing vigilance, the Faculty undertakes an annual Hazard Identification survey in first Semester, to find any OH&S issues in the Faculty that need to be addressed. Such issues are actioned according to the assessed level of their risk.

Staff have a responsibility to take reasonable care to protect their own and their co-workers' health and safety in the work area. This includes ensuring a safe working environment with safe systems of work. Equipment should be maintained well and any problems detected should be reported immediately to respective supervisors.

Vickie Armstrong
Chair,
Area OH&S Committee
FLINDERS RESEARCH GRANT SCHEME

Congratulations to the following researchers who were successful in the recent Flinders Research Grant (FRG) scheme [2008 (for funding in 2009)]:

Prof Neil Brewer (Psychology): *Multiple confidence estimates as indices of eyewitness memory: Effects of retention interval*

Prof Anthony Elliott (Sociology) Distinguished Prof JR Urry (Sociology, Lancaster University, UK): *Mobile Lifestyles: The sociology of individualized mobilities*

Prof Richard Clark (Psychology): *Bioprofiling subtypes of trauma-related psychopathology using an integrative neuroscience approach*

Prof Eric Richards (History): *Transition, Migration and Australia*

Prof Don DeBats (American Studies): *A tale of two cities: social and political analysis of a commercial and an industrial city in nineteenth century America*

Dr Yan Tan (NILS): *Climate change and people displacement in West China*

Dr Michael Gradiasar, Prof Leon Lack and Dr Helen Wright (Psychology): *A pilot trial of multicomponent cognitive-behaviour therapy for adolescent sleep problems*

Prof Leon Lack and Dr Helen Wright (Psychology): *A novel brief treatment program for insomnia in older adults with co-morbid medical or psychological conditions*

Dr Phil Lawn (Flinders Business School) and Dr Matthew Clarke (Political and International Studies, Deakin University): *Assessing Australia's sustainable development performance (1967-2007) using the ecological footprint and genuine progress indicator*

RESEARCH GRANT DUE DATES


*Closes:* 17 March 2009


*Closes:* COB Thursday 26 March 2009

PUBLICATIONS DATA COLLECTION

**Reminder:**

**Deadline: 31st March 2009: Submission deadline for 2008 publications**

Authors are requested to enter 2008 and 2009 publication details directly into the Research Management Information System (RMIS), available at [rmis.flinders.edu.au](http://rmis.flinders.edu.au).

You are encouraged to keep entries current as a process of continuous collection.

The deadline for processing of publications for 2008 is getting closer:

- 31st March 2009: Submission deadline for 2008 publications
- 9th June 2009: Preparation of HERDC report begins
- 26th June 2009: Submission to HERDC report to DEEWR
The PDC is continually undergoing revision to improve efficiency and reduce the workload on researchers and administrative staff. Authors are asked to take note of the latest revisions to the PDC:

- It is now possible to enter a valid and current URL and/or DOI in lieu of hardcopy documentation for journal articles (C1 and C2) and conference papers (E1 and E2) only. The Office of Research and the Library will collaborate to collect the required documentation online. It may be necessary for the Office of Research to contact authors for further evidence if it cannot be located online.
- Schools or Departments will now verify publication data and auditable documentation before submission to the Office of Research. Please submit your auditable documentation to your School/Department Office.
- The Library will be assisting the Office of Research in the verification process.

The aim is to produce a centralised system where data are entered only once but are used in multiple areas. That is, in addition to the HERDC collection, the publications data are also being used for the updating of staff business pages, the Excellence in Research for Australia (ERA) system, CV for grant application generation and input to University repositories and knowledge assets.

If you have any questions about the publication data collection, please feel free to contact Garry Beamish (08 8201 7938, garry.beamish@flinders.edu.au) or Alex Noblet (08 8201 2703, alex.noblet@flinders.edu.au).

**ERA Initiative: For Codes and Esteem Measures**

Following the 23 February 2009 press release from Senator Kim Carr’s office regarding the ERA (see at [http://www.arc.gov.au/media/releases/media_23Feb09.htm](http://www.arc.gov.au/media/releases/media_23Feb09.htm)) that:

- “To ensure Universities are adequately prepared for the trial, submissions for the PCE cluster will now commence in June 2009, and submissions for the HCA cluster will commence in August 2009.”
- “Following this feedback, esteem indicators will not be included in the ERA trial.”

1) **Esteem Measures**: Professor Marlin has decided to defer the collection of Esteem Measures at Flinders until the ARC provides further information on the collection of esteem factors. As a result, individual research staff will no longer need to provide the Esteem Measures as shown in the RMIS (Research Management Information System) demonstrations recently provided in each Faculty.

2) **Field of Research Codes**: A revised time line for the ERA project at Flinders will be provided as soon as possible. In the interim, the end date for collection of Field of Research (FoR) codes is now 30 March 2009.

Research staff will need to identify the Field of Research codes which relate directly to their research area and to the publications they have authored. Please refer to [https://era.flinders.edu.au](https://era.flinders.edu.au) for easy-to-follow instructions about how to select and enter the FoR codes.

* * * * *
1. **New Server System**

Everyone will be pleased to know that the migration to the new Microsoft Windows 2008 Server system is almost completed; we are now visiting individual computers which are being stubborn and not migrating, or fixing small problems that have occurred as a result of the migration. The major problems have all been dealt with (we hope & believe). We extend a very large “Thank You” to everyone who was so patient while we were frantically trying to fix the unexpected glitches.

The changes, in a nutshell, are these:
- the F: drive has been merged with the G: drive, so anything that used to be on F: is now on G:
- you will see an R: drive, but you cannot use it unless you are with the school of Geography and have specifically been given access to it
- the login screen has changed slightly
- the printers are now “(name) on Sydney”
- Computer security is improved

Information on common or still-outstanding problems and issues can be found here: [http://socsci.flinders.edu.au/staffinfo](http://socsci.flinders.edu.au/staffinfo)

If you are still having difficulties with the new system, please let us know.

If your computer has not migrated to the new system, or if you are aware of a computer that has not migrated, please let us know. The old Novell servers will be switched off before the end of March, so all computers must have migrated before then.

2. **W: drive**

Web editors should now have access to the W: drive, and any web editing programs such as Dreamweaver and HotMetal Pro should work as they always did. If there are any problems please let us know.

3. **Off-campus access to G & H drives**

Off-campus access to G & H drives is simpler and more reliable under the new system. If you’re interested in trying this, the instructions for setting it up are here: [https://socsci.flinders.edu.au/staffinfo/doku.php?id=off-campus_access](https://socsci.flinders.edu.au/staffinfo/doku.php?id=off-campus_access)

It may interest you to know that this newsletter was partly written from off-campus using this facility.

4. **New Computers**

Now that the system changeover is mostly finished and the computer labs have their new computers installed, we are ready to start processing the bulk order of computers which have been languishing in a storeroom. If you are expecting a new computer, please make things easier for yourself and us by backing up all your data, internet bookmarks, templates, any special programs you might have downloaded, and other personal files into one or two folders on your C: drive so we can copy them to your new computer with minimal disruption.

5. **Old Computers**

Of course when new computers arrive, old computers become available for redeployment. This year we have 52 ex-lab computers (four years old), plus whatever else becomes available from upgrades elsewhere.

If you have or know of any old computers and would be interested in acquiring a trickledown computer, please email the helpdesk with the asset number(s) and location(s).

In particular we want to hear from anyone who still has a Microbits computer. These are no longer supported, and must be replaced.

6. **Second-hand computer sale - NOT YET**

Several people have asked recently whether we are intending to sell off second-hand computers. The answer is yes, but not yet. Given that we’re only just embarking on our installation and redeployment process for this year, we don’t envisage being in a position to sell second-hand equipment until April.

7. **“Free” printing quota - for or against?**

One outcome of last year’s Working Party on the Maximisation of Resources was the creation of a working party, chaired by the University Librarian, to look at standardising computer labs across the University. In particular the committee
is looking at printing costs, installed software and opening times.

The Faculty of Social Sciences provides “free” printing quota, based on a student’s enrolment in Social Sciences topics (normally 60 pages per topic per semester, no carry over between semesters). After the free quota is exhausted, students can pay for extra printing credits.

Most other areas do not provide free printing, and the working party has asked the Faculty to re-examine this policy.

The question is this: why do we provide our students with free printing, and should we continue to do so?

If you have views on this issue, please direct your comments to Liz.Raymond@flinders.edu.au.

8. Site Licence Software for Home Use

Flinders University has site licences for some software programs. This means that staff (and often students, depending on the licence) can download and use them free of charge. Available software includes:

- **Sophos** – antivirus program. This is installed on all Social Sciences computers. Staff and students can download it for home use from this website:
  Choose which type you need (Windows, Mac or Unix) and follow the prompts.

- **Endnote** – bibliography program. Endnote is available for Windows and Mac from:

- **SPSS** – Statistics package. Staff who use this program are eligible to have it on their home computers; apply to us. Postgraduate students may apply for a Grad Pack, which is special student version of the program. There is a limited number of Grad Packs available from Pawel Skuza, room 249 IST (Information Science and Technology building). The licence must be renewed each year.

We are no longer permitted to install Microsoft Office on staff’s home computers and personal laptops - the rules changed about 18 months ago. However, staff can purchase the latest version of Microsoft Office for Windows (2007) or Mac (2008) from: https://direct.didata.com/flinders-stf at a cost of $21.95.

Also available on the DiData website is Microsoft Visual Studio Professional 2005 and Windows Vista Business edition, each $21.95.

Students and staff can purchase a copy of Microsoft Office Ultimate 2007 for $75 from http://www.microsoft.com/student/discounts/itsnotcheating/default.aspx

The website also has Windows Vista Ultimate Upgrade for $80 and Microsoft Office Visio Professional 2007 for $70.

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**The Social Sciences Computing Helpdesk can be contacted as follows:**

**Email:**  SSComputerHelp@flinders.edu.au
**Phone:**  13500 (8201 3500 - outside Flinders)
**In Person:**  Rm 260 Social Sciences North

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**Australian Learning and Teaching Council Citations 2009**

The nomination process for the national 2009 'Citations for Outstanding Contributions to Student Learning' has commenced. Guidelines are available at http://www.altc.edu.au/carrick/go/home/awards/citations

A Workshop for Applicants for ALTC Citations will be held on Thursday 26 February in the Staff Development and Training Unit – for details & enrolment see http://www.flinders.edu.au/staffdev/enrol/courses.php?ABS.
During an emergency

Stay Calm
Stop - Assess - Act
Ask yourself - what has happened? Can I be injured?

<table>
<thead>
<tr>
<th>Medical Emergency</th>
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</thead>
<tbody>
<tr>
<td>1. Call an ambulance 000 (or 0 - 000 from University internal phone)</td>
</tr>
<tr>
<td>State:</td>
</tr>
<tr>
<td>• Your contact number,</td>
</tr>
<tr>
<td>• Location,</td>
</tr>
<tr>
<td>• Nature of emergency,</td>
</tr>
<tr>
<td>• Identify yourself.</td>
</tr>
<tr>
<td>2. Call University Security 12880 (or 8201 2880 from mobile phone)</td>
</tr>
<tr>
<td>And give them the same information. University Security will meet the ambulance and guide them to the correct location on the grounds. Remain with the injured/ill person or contact your local First Aider to assist until help arrives.</td>
</tr>
</tbody>
</table>

<table>
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<tr>
<th>Fire</th>
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<tbody>
<tr>
<td>If you discover a fire:</td>
</tr>
<tr>
<td>1. Alert people nearby and request assistance</td>
</tr>
<tr>
<td>2. Ring the Fire Service 000 (or 0 - 000 if ringing from a University internal phone)</td>
</tr>
<tr>
<td>or operate the nearest Break Glass Fire Alarm</td>
</tr>
<tr>
<td>3. Ring University Security 12880 (or 8201 2880 from mobile phone)</td>
</tr>
<tr>
<td>4. Exit the building to your Assembly Area, as directed by a Warden.</td>
</tr>
<tr>
<td>5. Do not use lifts</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Bushfire</th>
</tr>
</thead>
<tbody>
<tr>
<td>If there is a bushfire on or near the campus:</td>
</tr>
<tr>
<td>1. Close all windows and external doors</td>
</tr>
<tr>
<td>2. Remain, or go inside and await further instructions from Wardens, University Security or Emergency Services personnel</td>
</tr>
<tr>
<td>3. Do not evacuate from the campus or drive vehicles until or unless directed to do so by Wardens, University Security or Emergency Services personnel</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Hazardous Substances Spill</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Alert people nearby and request assistance</td>
</tr>
<tr>
<td>2. Ring the Fire Service 000 (or 0 - 000 if ringing from a University internal phone)</td>
</tr>
<tr>
<td>State:</td>
</tr>
<tr>
<td>• Your contact number</td>
</tr>
<tr>
<td>• Location</td>
</tr>
<tr>
<td>• Nature of Substance</td>
</tr>
<tr>
<td>• Identify yourself</td>
</tr>
<tr>
<td>or operate the nearest Break Glass Fire Alarm</td>
</tr>
<tr>
<td>3. Ring University Security 12880 (or 8201 2880 from mobile phone)</td>
</tr>
<tr>
<td>4. Keep people away from spill area if safe to do so (do not put yourself in danger)</td>
</tr>
<tr>
<td>5. Exit the building to your Assembly Area, as directed by a Warden. Do not use lifts</td>
</tr>
<tr>
<td>6. Remain in Assembly Area until advised to leave the area.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Earthquake</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Keep away from windows, mirrors &amp; overhead fittings</td>
</tr>
<tr>
<td>• Take cover under an internal door frame, table or bench</td>
</tr>
<tr>
<td>• Keep well clear of buildings, walls, power lines, trees etc if outside</td>
</tr>
<tr>
<td>• Do not stand under awnings or parapets as they may collapse</td>
</tr>
<tr>
<td>• Move to open ground when safe</td>
</tr>
<tr>
<td>• Do not use machines, lights, open flame appliances, lighters or matches, or electrical equipment when gas or fuel leaks are suspected</td>
</tr>
<tr>
<td>• Do not use the telephone unless there is serious injury or risk</td>
</tr>
<tr>
<td>• Avoid driving (keep roadways clear for emergency vehicles)</td>
</tr>
<tr>
<td>• Be prepared for after shocks</td>
</tr>
</tbody>
</table>
Bomb Threat

Refer to Guidelines (DOC 122KB).

Personal Threat

Ring University Security 12880 (or 8201 2880 from mobile phone)

State:
- Your contact number
- Location
- Nature of threat
- Your name
- Description of person(s) involved

Emergency Warning Procedures

When Alert signal sounds (Beep ...Beep...)
- Cease inter-floor movement
- Await further instructions via the PA or from the Warden

When evacuation signal sounds (whoop...whoop...)
- Proceed via the safest route to the assembly area. **Do not use lifts.**
- Assist mobility impaired people as necessary
- Follow the directions of the Warden(s)
- Do not re-enter the building until instructed to do so by persons in authority.

After Hours  Outside of normal business hours, evacuate the building on hearing the alert or evacuation signal.

Acute Trauma Counselling

The University provides appropriate counselling to assist staff who experience a traumatic event such as being involved in or witnessing a serious accident, a death or physical assault at work.

If you have experienced such an event contact:
- The OHS Unit (13024) (during normal working hours); or
- University Security (12880) (out of normal working hours)

This service is to be used only for sudden, acute, work related trauma such as described above. For other counseling services see the Employee Assistance Programme.

Health, Counselling & Disability Services

**Support for Students and Staff**

**Students** and **staff** can access the **Health Service** by making an appointment. Male and female doctors are available. Consultations are bulk-billed. The practice nurse is available daily to deal with emergencies and first aid on a drop-in basis. Massage is available on Mondays. Phone 8201 2118.

The **Disability Liaison Officers** are available for **students** daily by appointment or by phone. They are also available to **staff** who may be concerned about a student, who may want to discuss a student’s learning needs, or have a question regarding their legal responsibilities under the Disability Discrimination Act. Phone 8201 2118 or 8201 2943.

The **Counselling Service** is available for **students** by booked appointment, daily drop-in appointments or by daily phonelink, 8201 2118. Students may contact regarding a wide range of issues - including personal and academic. **Staff** can access the Counselling Service either by phone consult or appointment for a discussion about strategies for dealing with a student of concern. Matters discussed are confidential.

Further information, including self help advice, is at [www.flinders.edu.au/healthcounsel](http://www.flinders.edu.au/healthcounsel)