



Welcome to *UQI Update*, a weekly bulletin for staff of the Ipswich Campus.

UQ Ipswich Update

A Message from Prof Alan Rix, Pro-Vice-Chancellor

To ensure that we are communicating effectively with staff at the Ipswich Campus I would like to hear your feedback on the UQ Ipswich Update. I would like to hear from as many staff as possible to ensure we make changes that will benefit all staff. Even if you are happy with the way it is please reply so have that included in the responses.

Please answer the questions below and email your responses to uqiupdate@uqi.uq.edu.au or fax to 3381 1069 by Tuesday 2nd June.

What do you like about the UQ Ipswich Update?

What do you dislike about the UQ Ipswich Update?

What would you like to see added to the Update?

Do you like it published on email weekly? Would Fortnightly or another time be better?

Were you aware that the Update was available online?

Any other comments?

UQ IPSWICH SCHOLARSHIP AND PRIZES CEREMONY

Over 20 students were awarded as the 2009 recipients of the campus' scholarships and prizes; the funding from which totals over \$45,000 last Tuesday 19th May. The 2009 recipients joined their friends, families and supporters at the annual ceremony, which is designed to officially congratulate the students and acknowledge the support of the many scholarship and prize donors. For a full list of the winners please visit <http://www.uq.edu.au/ipswich/?page=109476&pid=0>.

UQ CARDIORESPIRATORY CLINIC

Do you know someone with Emphysema, Chronic Bronchitis, Bronchiectasis, Heart Disease or Diabetes?

The UQ Cardiorespiratory clinic is a physiotherapy service and we currently run a respiratory rehabilitation program, phase III cardiac rehabilitation and maintenance classes for the above conditions. Please feel free to contact us if you think you, or anyone you know, would benefit from our services. Tel 3381 1586

LIBRARY DISPLAY WINDOW

The display window in the Library foyer is the perfect spot to promote activities, events, information - anything at all that you want to communicate or showcase to others on campus. We have a number of vacancies in our calendar following Library Week and Diversity Week (25 to 29 May) so if you have something to promote or display, please contact Miranda in the Library – Ph: 11292 or Email m.newell@library.uq.edu.au.

STUDENT SERVICES

Until the end of July the Ipswich Student Services Manager Linda Elliott-Ghadami will also be the Acting Counselling Manager at St Lucia. To manage these two roles we will be joined by Tim Baxter who has previously worked as a personal counsellor with Student Services. During this period Tim will be at Ipswich 3 days a week and Linda will be on campus 2 days. If you have any queries regarding these arrangements please contact Linda l.ghadami@uq.edu.au.

ENSURE YOUR POSTAL ADDRESS IS UP-TO-DATE

As the end of the 2008–2009 financial year approaches, it is important to check your postal address details are correct for delivery of payment summaries. To do this, log into Employee Self Service (ESS) by using your UQ username and password, click on "Update my contact details" under the option "Quicklinks". If you wish to change your postal details, click on "Modify" which appears above your home address. Remember to "Save Update" if you do make any changes.

DIVERSITY WEEK 2009

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The theme of UQ Diversity Week 2009 (May 25-29), *In Others' Shoes*, challenges the wider community to consider the world through multiple lenses - to reflect upon how a person's worldviews are shaped by the people and societal beliefs around them.

For more information on the event go to: www.uq.edu.au/diversity-week

DIVERSITY WEEK MORNING TEA AT UQ IPSWICH – May 27th

You're invited to Morning Tea – please join us!

UQ Ipswich Library is hosting a morning tea to celebrate Diversity Week at UQ Ipswich.

UQ Ipswich Diversity Morning Tea

Wednesday 27th May from 10.15am – 11.15am

Courtyard (between buildings 8 and 12)

The planned entertainment and guest speaker will encourage all of us to 'walk in the shoes' of someone from a different background, with alternate attributes, abilities, religious beliefs, from another culture, in an opposing gender or from a different generation. Diversity Week exhibits will also be on display in the Library. For catering purpose please send through your interest in attending to Marg Schindler, Library Manager, via email m.schindler@library.uq.edu.au.

WORLD'S BIGGEST MORNING TEA

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The UQ Boilerhouse would like to extend an invitation for all staff to join us for morning tea to help raise funds for cancer research. Please bring along a small donation (and maybe a plate) in return for a wonderful morning of good tea, good food and great company.

Date: Thursday 4th June

Where: Courtyard between building 8 and 12

Time: 10-11am

WEEKLY SPORT AT UQ IPSWICH

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Campus Sport

This week, **SOCCER** is on the agenda. Come join us for a game Thursday at 3.00pm meeting at the Campus Basketball Court. All welcome – Players, spectators and supporters. Further enquiries please contact: Chaplains (11463), UQ Sport (11341 - ipswich@uqsport.uq.edu.au), Di Poke (11487 - di.poke@uq.edu.au). Proudly supported by UQ Ipswich Chaplaincy Services.

UQ HEALTH SERVICES

COUGH ETIQUETTE AND RESPIRATORY HYGIENE

Cover your cough

- When coughing or sneezing, use a tissue to cover your nose and mouth
- Dispose of the tissue afterwards
- Wear a surgical mask, if possible

Wash your hands

- After coughing, sneezing or blowing your nose, wash your hands with soap and water
- Use alcohol-based liquids, gels or wipes if you do not have access to soap and water

Remember hand washing is the single most effective way to reduce the spread of germs that cause respiratory disease. Anyone with signs and symptoms of a respiratory infection, regardless of the cause, should be instructed to cover their nose/mouth when coughing or sneezing; use tissues to contain respiratory secretions; dispose of tissues in the nearest waste receptacle after use; and wash their hands afterwards.

Help Stop the spread ... the flu and you

Health Services have a number of posters available to put up on campus promoting cough and sneeze etiquette, to help stop the spread of the flu this season. Please contact Health Services on 3381 1210 for further information.

THE CO-OP BOOKSHOP

MAY SALE NOW ON!

COME ONE, COME ALL

Only one week to go and the MAY SALE will be all over for another year

BUY TWO SALE BOOKS AND GET THE THIRD FREE! (*please note: free item is the cheapest)

BUY AN OLD SALE TEXTBOOKS @ \$2.00 EACH

DON'T MISS OUT – YOU WILL BE SORRY!

Sale must end at the end of this week.

Please tell your friends and students. All welcome.

STUDY, TRAINING & DEVELOPMENT

COURSES AT IPSWICH

Records Management Introduction

Ann Robinson - RAMS Manager is coming out to Ipswich on Tuesday 16 June to run a 'Records Management Introduction' course from 10am - 11.30am. Ann has kindly agreed to stay on after this and from 11.30am - 12.15pm run a WebDrawer training session in the Seminar Room, Level 3, Building 8, for all admin staff who are interested in attending.

If you do wish to attend the WebDrawer session, would you please contact Julie Avery via email j.avery@uq.edu.au. However if you wish to attend the Records Management Introduction course you will need to register for this through the TEDI website.

STAFF DEVELOPMENT COURSES

Teaching & Learning

- [Administration Tasks in Word 2007](#) on 27th May
- [Fringe Benefits Tax that affects the University](#) on 28th May
- [Introduction to PowerPoint 2007 - Presentations](#) on 3rd June
- [Personal Protective Equipment](#) on 4th June

General

- [Ten Ways to Design Out Plagiarism](#) on 27th May
- [Developing Surveys to Evaluate Students Learning](#) on 1st June

For further details regarding Staff Development Courses please visit <http://www.tedi.uq.edu.au/sdh/>

FROM THE EDITOR

SUBMISSIONS FOR UQI UPDATE

We welcome your submissions. Please ensure that information submitted for inclusion includes ALL the necessary details - including dates, times, location, venue, program responsible, contact person's details, etc. Please send all submissions to the UQI Update editor (uqiupdate@uqi.uq.edu.au, also found under the Ipswich email global address list). **Cut-off date for content is 5pm each Monday.**