

Annual Report 1976

Swinburne College of Technology
Swinburne Technical College

PUB: 13

ITEM 2(4)

COPY 1



Annual Report 1976



Swinburne College of Technology
Swinburne Technical College

INDEX

- 1 **Council**
 - Membership
 - Council Committees
 - 2 **Academic**
 - Faculty of Applied Science
 - 3 Faculty of Art
 - 4 Faculty of Arts
 - 4 Faculty of Business
 - Faculty of Engineering
 - 5 Swinburne Technical College
 - Computer
 - 6 Library
 - 7 Science Education Centre
 - 8 Centre for Urban Studies
 - 9 Extension Lecture Series
 - 10 Visitors Days
 - 11 Short Courses and Seminars
- 13 **Finance**
 - 14 **Buildings and Property**
 - New Buildings
 - Properties
 - Landscaping
 - 15 **Staffing**
 - 16 **Educational Technology**
 - 17 **Students and Student Services**
 - Enrolments
 - Student Loans
 - 19 Student Union Finances
 - Student Health and Welfare Unit
 - College Chaplains
- 20 **Industrial Liaison**
 - 21 **Cooperative Education**
 - 22 **Functions**
 - Certificate Presentation
 - Diploma Presentations
 - Degree Presentation
 - 23 **Awards, Grants and Prizes**
 - Swinburne Apprentice of the Year and Victorian Apprentice of the Year
 - State Awards for Craftsmanship
 - Australian Research Grants Committee
 - Australian Water Resources Council
 - Australian Engineering & Building Industries Research Association Ltd
 - Australian Film Institute Awards
 - Industrial Design Institute of Australia
 - Imprint Society of Australia
 - Master Builders Association
 - Marshall Eady Prize
 - Philip Morris International Festival of Animation
 - Red Cross Society
 - Unilever Prize
 - Victorian Overseas Foundation Awards
 - 25 **Visitors to the College**
 - 26 **The Report of Council and Financial Statements**
 - 34 **Appendixes**
 - 1 Council Committees as at 31 December 1976
 - 2 Academic Board and Board of Studies membership as at 31 December 1976
 - 3 Departmental and Faculty Advisory Committees
 - 4 The Library Collection
 - 5 Conferences and Seminars
 - 6 Statistics – College Enrolments – 1976

COUNCIL

Membership

The composition of the Council at 31 December 1976 was:

President	T.W. Higgins, FCIS, FASA
Vice-Presidents	W.P. Brown, DipCE, FICE, FIEAust B.R. Martin, BMetE
Members	W.J. Braden, BA, BEd R.S. Davie, BE(Mech), CEng, FIProdE, FIEAust, MACE (Assistant Director) D.R. Eden ¹ R.H. Fowler, FCIS, FASA, LCA G.A. Harrison ⁵ , DipMechEng, BSc, TTTC G.R. Hjorth ⁴ , BE(Mech) L.M. Jenkins, BCom, DipEd, FASA, MACE (Assistant Director) W. Jona, MP W.R. Longworth, MSc, PhD, CChem, FRIC, FRACI, FACE (Director) D.J. MacFarlane ¹ Kathleen McGrath ² , BA, ARMIT, ALAA Fay Moore, DIM, TTIC R.N. Morse, BSc, BE, FIEAust L.E.A. Orton, MArch, DipArchDsn, LFRAIA, ARIBA A.P. Stark, DipMechE, TTIC, GIEAust (Principal, Swinburne Technical College) N.P. Watson, AASA, ACIS G.N. Williams ³ , TTIC J.F. Williams, BE(Mech), MEngSc, PhD, MIEAust J.A. Wunderlich, MSc, Dr ès Sc(Paris), ARACI H. Zimmerman ³ , BA, LLB, DipEd
Chief Executive Officer	W.R. Longworth, MSc, PhD, CChem, FRIC, FRACI, FACE
Secretary	F.G. Bannon, BCom, FASA, ACIS, LCA

- 1 Student representative
- 2 Non-academic staff representative
- 3 Academic and teaching staff representative
- 4 Academic Board representative
- 5 Board of Studies representative

Council Committees

Council has continued to operate on the basis of four committees:

Finance
Staffing
Building and Development
Amenities

The membership of these committees is shown in Appendix 1.

ACADEMIC

The Academic Board of Swinburne College of Technology and the Board of Studies of Swinburne Technical College have continued to be active in course developments and other areas of academic interest. Details of the memberships of these Boards are given in Appendix 2.

The College has again been assisted by a large number of departmental and faculty advisory committees. Membership of these committees is given in Appendix 3.

Details of developments which have taken place in 1976 are given under various faculty and divisional headings.

Faculty of Applied Science

Following the change of the format of the courses leading to the Bachelor of Applied Science from conventional full-time to cooperative, students were placed at work for the first time in July 1976. They were undertaking major studies in one or more of the areas of applied chemistry, instrumental science, biophysics. Excellent reports were given by employers of the students.

During 1976, approval was received to commence the Graduate Diploma in Computer Simulation in 1977. This is the first graduate diploma to be offered within the Faculty; preliminary enquiries indicate that it should fill a need for part-time study of this nature among graduates.

Further graduate diplomas have been listed by the Victoria Institute of Colleges for introduction; these are Biomedical Instrumentation (1978), Scientific Instrumentation (1979), Industrial Microbiology (1979). In addition, the introduction of a single strand major in biochemistry for the Degree of Bachelor of Applied Science has been listed for 1978.

At the beginning of 1976, Mr R. Kavanagh, from Dublin University, joined the staff as Principal Lecturer in Mathematics and, following the retirement of Mr K. Lovitt, was appointed as Head of Department.

The Travelling Science and Technology Show, an audio-visual production taken to twenty-three secondary schools in the period between the first and second semester, was again eagerly sought because of the help which it provides in the teaching of secondary science. Mr C. Sibley, Senior Lecturer in Physics, who did much of the early work in establishing the Show, is now devoting more of his time not only to the Show, but also to the Science Education Centre.

Research topics being undertaken by Masters candidates are:

- Studies on R factors in *Pseudomonas aeruginosa* conferring resistance to mercury, with special reference to the possible use of such strains in the detoxification of sewage.
- Determination of criteria for assessing significance of heavy metals in a marine environment.
- The development of techniques for practical analysis for human breast-milk and evaluation of results for paediatric management.

The latter two projects are being undertaken by part-time students in association with their employment.

Faculty of Art

It was agreed by Council at its October meeting that, within the Faculty of Art, two new departments would be created: Graphic Design, and Film and Television. Mr R.A. Francis was appointed as Head of the Department of Graphic Design and Mr B.C. Robinson, Head of the Department of Film and Television.

The Graduate Diploma in Applied Film and Television successfully commenced its first year of operation and 24 students were admitted to the full-time course following a good response to advertisements. The course has filled a special need for members of the teaching profession as half the number admitted were from the field of education. It is expected that the course will be registered by the various boards of study in the Education Department as an approved course for teachers. Other students came from a variety of professional backgrounds such as architecture, social work and biology.

The high demand for both undergraduate courses and the restricted quota has ensured an intake of high calibre and aptitude.

The cooperative degree course in Graphic Design continues to receive favourable reports from industry and it is expected that the number admitted to degree studies will gradually be increased.

Faculty of Arts

The pattern of student demand for Arts courses, characteristic of the past several years, continued in 1976. Many more students have applied for admission than can be accepted. It is also noteworthy that part-time students now outnumber full-time ones in a ratio of approximately 2 : 1.

1976 saw the graduation of the first 40 people to obtain the Bachelor of Arts degree. The degree course is, as was predicted earlier, much more popular than the diploma course, although the latter continues to attract many students, and to have an important function. In addition the first MA candidate was enrolled within the Faculty.

Two degree major streams approved late in 1975 by the Victoria Institute of Colleges were offered at final-year level in 1976. These were Asian Studies and Media Studies. There are now ten major subjects available for students undertaking a degree.

Throughout the year, the Faculty undertook a review of its courses and by year's end had formulated a number of proposals as follows:

- (a) That the courses in History & Philosophy of Science, and Philosophy be further integrated.
- (b) That, provided appropriate funding can be made available, a major in Black Studies be offered.
- (c) That associate diplomas in Japanese Studies and Italian Studies be offered in 1978.
- (d) That Media Studies and, under certain conditions, Modern Government, be recognised as vocational majors from which students may plan a course.
- (e) That a BA course diverging from the first year of the course for the Diploma of Private Secretarial Practice be offered in collaboration with the Faculty of Business.

These proposals are at various stages of development. The first-mentioned has been approved, and the courses will be implemented in 1977.

A Community Organisation course for Aboriginal students was conducted for the second time in 1976. There is a growing interest in Aboriginal education within the Faculty.

Language student experience in Japan and Italy continues to be fostered; the year closed with a party of Swinburne students in Italy. Further development of this experience is intended.

Faculty of Business

The Department of Accounting continued the accounting education program for Higher School Certificate students that was most successfully initiated in 1975.

A survey of high school accounting teachers indicated an overwhelming demand to develop topics already introduced to students as part of the HSC syllabus. The emphasis of the program was on current corporate accounting practices, as well as the theoretical issues associated with contemporary accounting. Approximately 350 students representing 24 schools attended.

In addition, a seminar was conducted for high school accounting teachers on 'Price Level and Current-Value Accounting'. The response to both programs was most favourable.

The Department of Economics initiated a program of lectures for HSC students focusing on two important subject areas viz; 'Recent Developments in Budgetary Policy' and 'The Impact of Business, Unions and Government on the Allocation of Resources'. The lectures were attended by 340 students from a wide range of schools throughout the metropolitan area.

The Faculty continued its active program of developing and conducting short courses for people in industry and commerce during 1976. A new course in Dental-Practice Management was launched in August 1976 and had to be run twice to cope with the demand. The largest effort was again the very successful one-week Residential School in Financial Management conducted in May 1976 at Thornton, which was attended by 32 senior executives.

Faculty of Engineering

While no new courses were introduced during the year, detailed proposals were submitted for a Graduate Diploma in Environmental Technology and an Associate Diploma in Engineering with various specialist streams. It is hoped that, in 1978, these courses, along with a Graduate Diploma in Digital Electronics and one in Manufacturing Engineering, will be offered for the first time.

Following the change in the format of the course of the Bachelor of Electrical Engineering from conventional full-time to cooperative, the first group of students, at third-year level, were placed for work experience in July 1976. Excellent reports were received from employers on the contributions made by the students and the standard of the work undertaken by them.

Research towards Masters degrees has been initiated with the following projects:

- Behaviour and design of steel-fibre reinforced residential raft-slabs.
- Rainfall run-off relationships for pervious plots within urban catchments.
- Correlation between the real behaviour and the theoretical design of residential raft-slabs.
- A study of electro-magnetic noise in induction motors, with particular reference to the problems of quiet motor design.

All of the projects are being supported from outside of the College. The continuing interest of the Australian Engineering and Building Industries Research Association Ltd, is particularly noted.

The Faculty is now taking a more active part in the presentation of the Travelling Science and Technology Show in co-operation with the Faculty of Applied Science. In addition, the faculty has maintained its relationship through the Swinburne Campus Chapter with the Institution of Engineers, Australia, while many individual staff members are also active on Institution committees.

SWINBURNE TECHNICAL COLLEGE

Apprentice and technician classes continued with satisfactory enrolments, and Certificate of Technology courses continued to attract higher enrolments. The first year of the full-time course for the Certificate of Business Studies was very successful.

Some difficulty was experienced in providing adequate specialist rooms but this was overcome, in the main, and the situation is improving. During the year, the Education Department took out a lease on premises adjacent to the College. Progressive occupancy will begin early in the first semester in 1977 when the Plumbing and Gasfitting Department will move from its present site. The welding section of the Machines & Materials Department is expected to move towards the end of the semester. These moves will overcome some of the difficulties in accommodation.

During the year, discussions took place with Box Hill Technical College and Whitehorse Technical College on rationalising courses and subjects offered. Some of the results of these discussions have already been implemented and a continuing program is in progress.

We were happy to co-operate with Mitcham, Vermont South and Ashwood special schools in developing a work-education project for some of their students in the second semester.

Towards the end of the year, approval was obtained from the Education Department to offer a new course, Electrical Motor Control, in 1977. In addition, it is proposed to offer further options in preliminary year, viz; Accounting, and Introduction to Italian. In the Certificate of Business Studies, second year full-time studies in Accountancy and Secretarial Practice will be offered.

COMPUTER

During this year, the computer centre processed some 390,000 jobs, all submitted by the staff and students. These were processed by the System 4-50, the remote job entry terminal and the PDP-11.

The hybrid computer facilities (PACER 500) have been expanded by the addition of a graphics tablet and a high-speed analogue to digital convertor. Supporting software to utilise these devices has been provided by staff and students.



PACER 500 Hybrid Computer

The Library's catalogue system and most of the Student Records' system were transferred to the 4-50 during the year. A later version of the 4-50 operating system was also implemented. The College expects that the System 4-50 will be replaced in the near future with a new major digital computer.

The VIC assented to the College's plans to enhance the PDP-11 with additional main memory, disc store and multiplexor. A major package for the teaching of statistics, called SIMPLE, has been implemented.

LIBRARY

The year was one of continuing progress for the library. Continued support through the allocation of recurrent funds has enabled the high rate of input of books, periodicals and audio-visual material to be maintained. The staffing establishment remained at 48.

The total number of volumes added to the library during 1976 was 16,879, which brings the total holding to approximately 125,000 items.

Acquisitions included:

Monographs	12,315
Pamphlets	305
Bound periodicals	2,054
Reels of microfilm	243
Microfiche	824
Other non-book material	1,138

Opening hours were the same as for 1975:

In semester

8.45am to 10pm (Monday to Thursday) from Monday 17 February

8.45am to 8.30pm (Friday) to Friday 28 November

Mid-semester and semester breaks

2pm to 10pm (Monday to Thursday)

2pm to 8.30pm (Friday)

Long vacation

9am to 5pm

Saturdays

Semester 1: 10am to 5pm on six Saturdays from 24 May to 28 June

Semester 2: 10am to 5pm on 11 Saturdays from 13 September to 22 November

Public holidays

Queen's Birthday — 8.45am to 11pm

Show Day — 2pm to 10pm

Melbourne Cup Day — 8.45am to 11pm

Extended hours until 11pm

Semester 1: six weeks from Monday 24 May to Thursday 1 July

Semester 2: six weeks from Monday 18 October to Thursday 25 November

A detailed report of the activities of the library can be obtained from the Chief Librarian. Some library statistics are given in Appendix 4.

SCIENCE EDUCATION CENTRE

1976 was a year of consolidation of the aims of the Centre. The appointment of a receptionist/typist has co-ordinated the mailing of material to schools and directly to individual secondary mathematics/science teachers. From the commencement of 1977, the Science Centre facilities will be shared by the Centre for Urban Studies.

Mr Sibley, of the Department of Physics, was granted half-time secondment to the Centre as co-ordinator and promoter of its activities, with emphasis on extending the workings of the Travelling Science and Technology Show. New equipment has been purchased with the overall needs of the Centre in mind.

The Travelling Science Show enjoyed a five-week season in June and July during which 23 schools received 44 shows. Approximately 7,000 secondary school students displayed varying degrees of enthusiasm for the Show, and school staff members expressed their appreciation for the stimulus given to Science and Maths teaching. A feature of the Show was the increased involvement of Engineering staff in the provision of items. In 1977, it is anticipated that all applied science and engineering departments will be involved in a seven-week season.

Through the activities of the Centre, parties of secondary students with staff were encouraged to visit the College. In all, sixteen such visits took place and in most cases, involved senior students who participated in demonstration, laboratory work, and inspection of facilities and equipment. It is hoped that this type of activity, generated through the Science Education Centre, will increase in 1977 as more schools become aware of its value, and advance notice can be more readily extended.

A short course for teachers, the second *Electronic Workshop*, was conducted by the Electronics Engineering Department on 7 and 8 December. It was fully subscribed, and drew attendance from many country centres such as Echuca and Ballarat.

A *Laser Workshop* conducted by the Department of Physics is to be held early in 1977, and initial response has been encouraging.



Science Show in action at Genazzano Convent, Kew

CENTRE FOR URBAN STUDIES

The Centre for Urban Studies was established at Swinburne College of Technology in 1973 for the following purposes:

- 1 The promotion and co-ordination of urban studies courses at graduate and undergraduate level which involve interaction between various departments of the College.
- 2 The development of extension lectures and community education programs designed to make the resources of the College available to people and organisations in the community concerned with urban problems.
- 3 The publication of papers and teaching materials and a journal, to provide a means of disseminating information about urban problems to the community.
- 4 The development of a program of research into problems of the urban environment; this may involve interaction between staff and students of the technological and humanities departments.

A Graduate Diploma in Urban Systems commenced in 1975 in the Department of Civil Engineering. Also in 1975, the VIC approved a Graduate Diploma in Urban Sociology. This course has now received the approval of the Commission on Advanced Education, and is taking the first batch of students in February 1977.

The Centre has mounted a series of successful and extremely well-attended seminars on aspects of urban policy during the past three years. These seminars have covered issues related to urban planning and development and have involved a large number of people from the planning professions as well as interested members of the public. The seminars included speakers from different disciplinary backgrounds reflecting the Centre's concern to approach problems from a broad perspective.

During 1975 and 1976, the Centre has been funded by the Interim Committee for the Children's Commission and the Social Welfare Commission. These funds provide in-service briefing programs at Swinburne for community workers employed under programs for which these Commissions have been responsible. This has involved workshops of up to a week in length as well as numerous workshops and seminars of a shorter duration. College staff have contributed to many of these programs as have people from outside the College with relevant expertise and experience. In addition to these 'training' responsibilities, the Centre has been responsible for a research program designed to evaluate aspects of the two programs. Finally, the Department of Civil Engineering has conducted a short course on *Preparation and use of the environmental impact statement* which drew 57 students and was most successful.

Publications

Proceedings of some seminars and short courses have been made available to the public as have copies of addresses given at Centre functions. There has been a steady demand for these publications and it is intended, in the immediate future to expand the Centre's activities in this area.

Lectures and Seminars

Preparation and use of the environmental impact statement.

Short course, 10-12 February 1976.

Speakers: Professor D. O'Connor, Murdoch University, Western Australia
Dr D.P. Swan, Ministry of Conservation, Victoria
Mr J.D. Stanley, Commonwealth Bureau of Roads, Victoria
Mr J.D. Schwartzkoff, John Paterson Urban Systems Ltd
Mr R.J. Macklin, Kinnaird Hill Derohan and Young Pty Ltd
Mr A.R. Moodie, Lecturer, Swinburne College of Technology
Mr C. Mayfield, Melbourne and Metropolitan Board of Works
Mr Quentin Farmer-Bowers, State Rivers and Water Supply Commission
Mr Peter Waterman, Centre for Environmental Studies, University of Melbourne

Housing policy in Australia

Seminar, 28 April 1976

Speakers: Dr M.A. Jones, Canberra College of Advanced Education
Mr Bruce Hartnett, Western Regional Council for Social Development
Mr Andrew McCutcheon, Collingwood City Council
Mr Andrew Burbidge, Applied Economic and Social Research Institute,
Melbourne University

Some economic and political implications of industrial democracy

Half-day seminar, 26 May 1976

Speaker: Mr Stuart Sweeney, The Institute of Labour Relations, Flinders University,
Adelaide

Ideology and property

Seminar, 12 August 1976

Speaker: Dr Howard Newby, University of Essex

EXTENSION LECTURE SERIES

A series of extension lectures was organised during the year:

Resource Management for Engineers

8 April 1976

Speaker: Mr D. Hawkins, Swinburne College of Technology
Held in conjunction with the Faculty of Applied Science

Problems of Land Development

8 June 1976

Speaker: Dr R. Birrell, Monash University

Film and television productions by Swinburne students

21 July 1976

Commentary by Mr B. Robinson, Faculty of Art

The Dangerous Direction of Australia's Foreign Policy

10 August 1976

Speaker: Mr B. Grant, formerly High Commissioner to India

Implications of the Federal Budget

19 August 1976

Panel discussion by: Mr A. Jolley, Treasury Department
Mr R. Jolly, ACTU
Dr L. Ward, Australian Wool Corporation
Held in conjunction with the Faculty of Business

Solar Energy

21 October 1976

Speaker: Mr R. Morse, CSIRO

Held in conjunction with the Faculty of Engineering

Australia's Role in South-East Asia

8 November 1976

Speaker: The Hon. A. Peacock, Minister for Foreign Affairs.

VISITORS DAYS

The College introduced a series of Visitors Days during 1976 as an alternative to the more traditional Open Day. Seven Visitors Days were held between April and October, usually on the last Wednesday of the month.

In providing a choice of dates, it was hoped that a greater number of schools could participate and College departments would have more flexibility in planning activities over the period, rather than having to concentrate their efforts on one day of the year.

Although the main purpose was to attract secondary-school students, the Visitors Days were well attended by the general public, with parents, teachers and the local community taking an interest.

On each of the Days, a central enquiry area was established, with student guides on hand to take visitors to particular buildings. All faculties of the College were open for inspection and teaching staff were available at each location to handle any questions.

Considering that the events were not generally advertised, apart from sending posters to schools in the eastern region and circulating details in the College newsletter, the concept of Visitors Days has proved to be most successful.

This program will be continued in 1977 with Visitors Days being held in the months from April to October.



Hovercraft on display as part of Visitors Day in October 1976

SHORT COURSES AND SEMINARS

The following short courses and seminars were conducted during 1976:

Managing Human Resources

2-4 February 1976

Speakers: Mr R.M. Brown, Faculty of Business, Swinburne College of Technology
Mr John Onto, Caulfield Institute of Technology

Residential School

7-14 May 1976

Speakers: Dean and academic staff of the Faculty of Business, Swinburne College of Technology
Mr John Onto, Caulfield Institute of Technology

Modern Management

9-11 February 1976

Speakers: Mr W.T. White, Faculty of Business, Swinburne College of Technology
Mr A. Brown, Faculty of Arts, Swinburne College of Technology

Developing Helping Skills

Between 18 February and 21 April. Repeated between 28 July and 29 September 1976

Speakers: Mr M.A. Howe and Ms M. van Geloven, Faculty of Arts,
Swinburne College of Technology

Data Processing Alternatives

11 February 1976

Speaker: Ms Kate Behan, Faculty of Business, Swinburne College of Technology

Price Level & Current Value Accounting

Six courses held in February, November and December 1976

Speakers: Messrs M. Hunter, I. McCormick, R. Nottle and W. Platt,
Faculty of Business, Swinburne College of Technology

Sexual Counselling

29-30 May 1976

Speakers: Dr I. Coyle, Mr G. Gotts, Ms F. Marriott, Faculty of Arts,
Swinburne College of Technology
Mr R.D. Francis, La Trobe University

Production Engineering Workshop

Seminar series, 6 May, 17 June, 5 August, 28 September, 28 October 1976

Speakers: Mr G.E. Robert, Cyclone K.M. Windows
Mr J.N. Sutton, Sutton Tools Pty Ltd
Mr M.A. Butler, Government Aircraft Factories
Associate Professor R.H. Brown, Monash University
Dr I. Brammer, BHP
Mr P. Chapman, Repco Textile Machinery Company
Mr F.A. Roberts, Comcork Manufacturing Co. Pty Ltd
Mr C. Sawkins, Australian Institute of Management
Mr L. Bonollo, RMIT
Mr I. Wailes, Repco Ltd
Mr R.K. Harris, Vulcan Australia Ltd
Mr G. Davies, SEC, Yallourn
Mr R.W. Deutsher, Institution of Production Engineers
Mr J. Keegan, Jaques Ltd

Diecasting Seminar

29-30 October 1976

Speakers: Messrs M. Maj, H. Salem, Department of Production Engineering, Swinburne College of Technology
Messrs R. Eastwood, W. Legg, H. Oschebein

Modern Dental-practice Management

6 and 13 August, 29 October and 5 November 1976

Speakers: Mr D. Hawkins and staff of Department of Data Processing and Quantitative Methods, Swinburne College of Technology
Mr N. Lewis, Fitzgerald, Gunn & Partners

Acoustics

22-26 November 1976

Speakers: Mr W.N. Fricker, Department of Mechanical Engineering,
and Mr J.W. Davis, Department of Applied Chemistry, Swinburne College of Technology

Using Microprocessors

23-27 August and 8-12 November 1976

Speakers: Messrs G. Ross, J. Lambert, Department of Electrical Engineering, Swinburne College of Technology

Heat Studies for Health Inspectors

Between 3 November and 15 December 1976

Speakers: Messrs W.C. Baker, Department of Applied Chemistry, J.K. Currey, Department of Mechanical Engineering, J.M. Venema, Department of Physics, Swinburne College of Technology
Mr R. Stanhope, Public Health Commission

Analogue & Hybrid Computers

30 November – 1 December 1976

Speakers: Dr P. Chin, Mr R. Dluzniak, Department of Electrical Engineering, Swinburne College of Technology

Electronic Workshop

7-8 December 1976

Speakers: Messrs H. Irons, J. Hyne, R. Owen, L. Thomas, Department of Electrical Engineering, Swinburne College of Technology

Me and Myself

19 May – 30 June, 9 November 1976

Speaker: Ms M. van Geloven, Faculty of Arts, Swinburne College of Technology

Heating, Ventilating, Air-conditioning and Refrigeration

30 July – 12 November (1 day per week)

15 – 19 November 1976 and 29 November – 3 December 1976

22 – 26 November 1976 and 6 – 10 December 1976

Speakers: Members of Plumbing and Gasfitting Department, Swinburne Technical College

FINANCE

During 1975, the Australian Government announced the suspension of the triennial funding arrangements and declared 1976 an extension of the 1973/75 triennium. The Government also announced that funds would be provided for 1976 on the basis of 'no new initiatives'.

As a result, 1976 has been a difficult year for the College. The problems were compounded by a change in the arrangements for the payment of the employers' contributions to the State Superannuation Board part way through the year. This led to an uneven distribution of funds over the year with shortages in the early part of the year and a corresponding increased flow in the latter part.

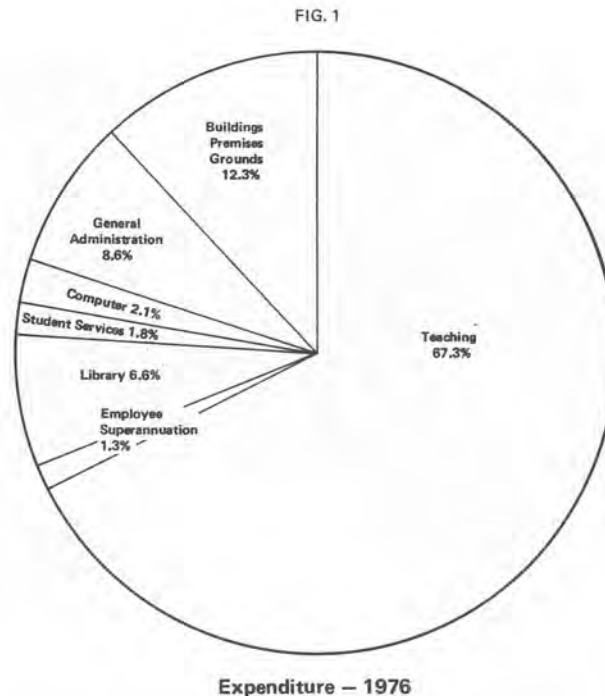
This fluctuation in availability of funds made accurate budgeting extremely difficult.

Again, the continued escalation of costs during 1976 has caused the College severe problems, particularly the non-provision of supplementary funds for the non-tertiary operations. Supplementary funds have continued to be received for the tertiary operation but, here again, there has been considerable uncertainty as to the level of these funds and when they were to be received by the College.

The surplus on the Income and Expenditure Account for the year was \$521,437. An amount of \$364,949 was used for the purchase of capital equipment costing less than \$2,000 in accordance with Government accounting policy for colleges of advanced education.

The Report of Council and Financial Statements for the year ending 31 December 1976 are set out on pages 26 to 33.

Expenditure during 1976 is shown diagrammatically in Figure 1.



BUILDINGS AND PROPERTY

New Buildings

The College's building program has come to a standstill due to the sharp cut-back in funding by the Australian Government. The new Applied Science Building, which was fully documented in 1975 and on which construction was expected to start late in 1975, was not in the revised 1976-79 building program.

Planning for a new Art Building is expected to start in 1977 but construction will not begin until 1979.

Properties

One property in the development area of the College was acquired during the year; 22 Park Street, Hawthorn.

Late in the year, arrangements were in progress for the acquisition of several other properties in Wakefield Street, Hawthorn, and one property in Burwood Road.

Landscaping

During 1976, a positive effort has been made to improve the physical environment of the College. A fresh emphasis on landscaping has seen the addition of nearly 1600m² of new lawn and landscaped areas, an increase of over 80%. Works completed include landscaping of the perimeter of the College's major car parks and the creation of three new landscaped lawn areas:

in William Street, near Park Street;
in John Street, opposite the library, and
in the main quadrangle.

These endeavours have involved the planting of some 1200 trees and shrubs.



Students put lawn to good use in landscaped area formerly occupied by the old Library building

STAFFING

During 1976, in the College of Technology, there were 21 resignations and 21 appointments to the academic staff, 6 resignations and 8 appointments among librarians, and 41 resignations and 38 appointments amongst administrative, technical and maintenance staff.

In the Technical College, there were 9 resignations and 23 appointments in the teaching staff; one resignation and one appointment in the support staff.

As at 31 December 1976, the staffing establishment for Swinburne College of Technology consisted of 312 academic staff, 110 administrative and clerical, 47 library, 14 computer, 61 technical, and 28 maintenance. For Swinburne Technical College, the comparable figures were 107 academic staff, 22 administrative, 10 library, 34 technical and maintenance. Not all positions could be filled because of shortage of finance. This was particularly true in the case of teaching staff in the Technical College. Figure 2 shows the distribution of filled positions as at 31 December 1976, for the College as a whole.

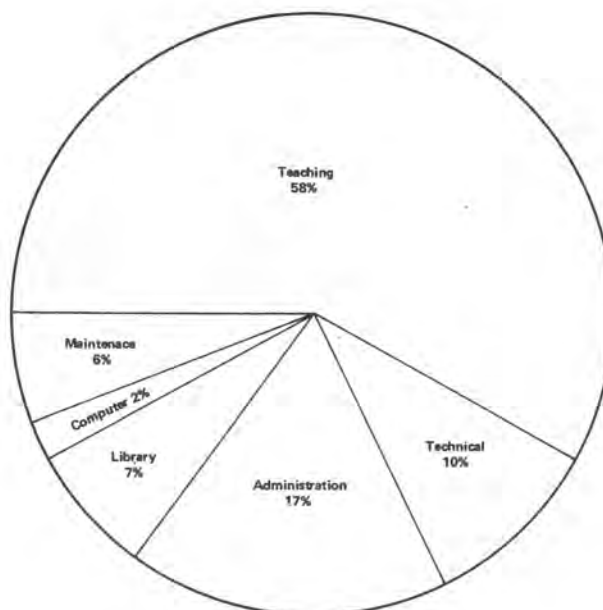
During the year, maternity leave was granted to seven members of staff and paternity leave to 14 members of staff.

No applications for permission to engage in paid outside work were received, other than through SARDD.

The Staff Development Leave scheme continued to operate smoothly in 1976. Twenty-two members of staff were on Staff Development Leave during some part of 1976, and 24 will be on leave during some part of 1977.

The College continued to support the attendance of staff at conferences and seminars related to their teaching or administrative function. In 1976, \$15,969 was expended for this purpose, compared with an expenditure of \$13,530 in 1975. Details of attendances at conferences and seminars are given in Appendix 5.

FIG. 2



Swinburne College of Technology Ltd
Distribution of filled positions as at 31.12.76

EDUCATIONAL TECHNOLOGY

The Education Unit (previously Educational Technology Unit) continued in 1976 to assist individuals and departments to improve the teaching and learning occurring in the college; through innovation projects, seminars, personal assistance and the dissemination of information.

The unit serves both teaching divisions of the College, but prior to 1976, assistance to the Technical College had been restricted because the only development funds available were from the VIC for the tertiary division. During 1976, the Technical and Further Education (TAFE) development program provided \$30,000 for curriculum research and development, which enabled twelve development projects to be undertaken and the appointment of an educational services co-ordinator to work with Swinburne Technical College staff.

The twelve projects funded under the TAFE program were:

- Learning packages for third-year manual metal arc-welding practice
- Development of individualised teaching programs for remedial and migrant English (preliminary year)
- Preparation of historical source book for use in History of Western Civilisation
- Development of Maths TY026 and TY027
- Thread-grinding operations packages
- Revision of preliminary-year chemistry
- Slide/tape programs for plumbing
- Development of project books for fitting and machining
- Work-education project
- Development of electric-motor control course
- Revision of syllabi for the Certificate of Technology (Electrical)
- Development of Physics 2H.

During second semester, funds were also provided for the tertiary division — \$7,500 from college funds for new projects and an additional \$6,400 from the VIC to enhance several projects previously funded through the VIC Educational Technology Unit.

The new projects funded were:

- A personalised system of instruction-approach to biology
- Development of model assessment-procedures for reader education program
- Development of optimum power-transmission interactive program
- Individualising Organic Chemistry
- Diagnostic test for first-year chemistry
- Control-systems analysis package
- Quantitative methods project.

In co-operation with the Staff Education sub-committee of the Educational Development Committee and various departments as well as the Library, Student Services, and the Industrial Liaison Office, the Unit was involved with the presentation of eight seminars for staff. These were:

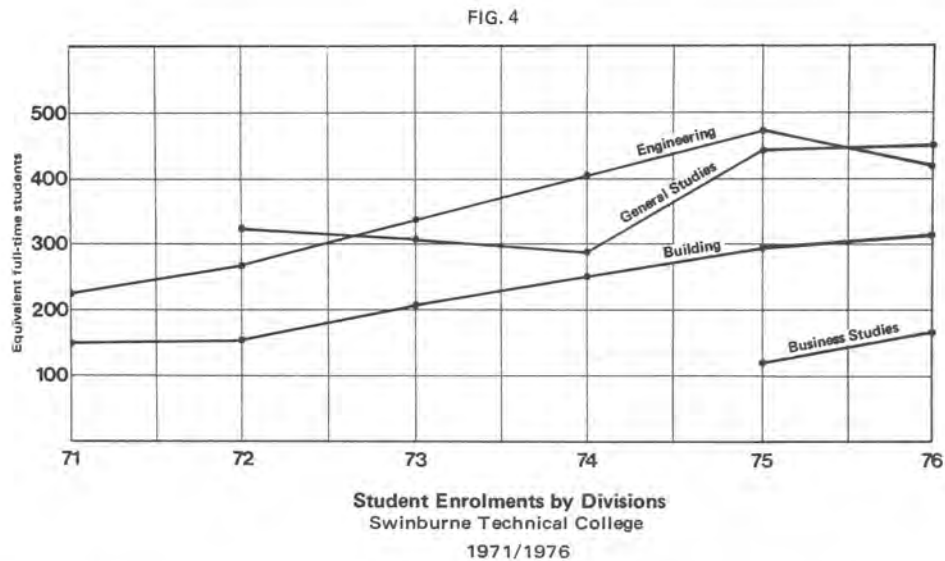
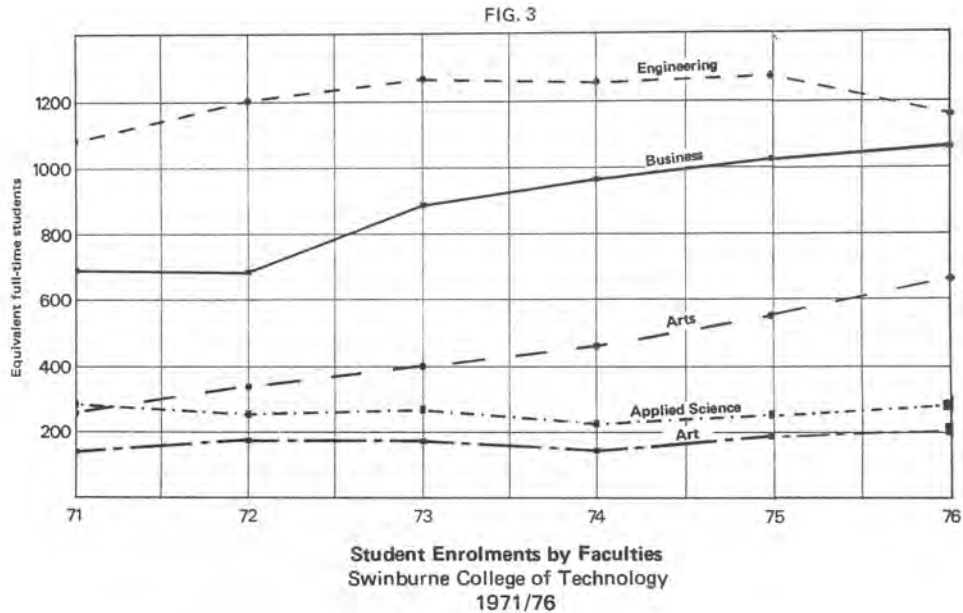
- Visual aids
- Literature searching by computer
- Jobhunt
- Computing facilities
- Vocational preparation of retarded citizens
- FM radio for education
- Future development of the Library
- The visual-literacy movement in education.

The unit continued to produce *Feedback* as a method of disseminating information and providing a forum for discussion of educational issues, although due to financial constraints only two issues were produced in 1976.

STUDENTS AND STUDENT SERVICES

Enrolments

Details of enrolments of all students in the College are shown in Appendix 6. Overall, there was an increase of 20.3 per cent in enrolments. Full-time enrolments in degree and diploma areas increased by 84, or 4.2 per cent. Part-time enrolments in the same areas increased by 63, or 2.4 per cent. There was an increase of 53, or 8.0 per cent, in the trade technician area, whilst enrolments in the higher technician area rose by 594, or 129 per cent, mainly in the part-time area. Preliminary year full-time enrolments increased by 156, but part-time enrolments fell by five. Enrolments by faculties and divisions are shown, for 1971-76, in Figures 3 and 4.



Student Loans

The Commonwealth 'Help for Needy Students' scheme continued to operate during 1976, and during the year 26 loans totalling \$7,875 were made.

The VIC Student Loan Fund and the College Student Aid Fund also continued to operate. During 1976, eight loans totalling \$910 were made from the College Student Aid Fund. In addition, Council again made available \$1,000 to assist preliminary year students in need. During the year, two loans were made totalling \$180.

1976 Graduates by Faculties
Swinburne College of Technology

During 1976, 666 students graduated from Swinburne College of Technology. Of these, 22 obtained postgraduate awards, 233 degrees, & 411 diplomas. The distribution of graduates amongst faculties is shown in Fig. 5.

FIG. 5

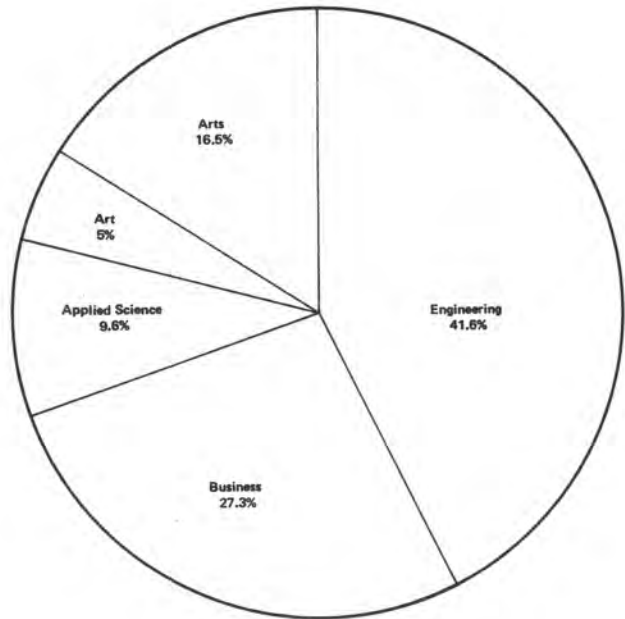
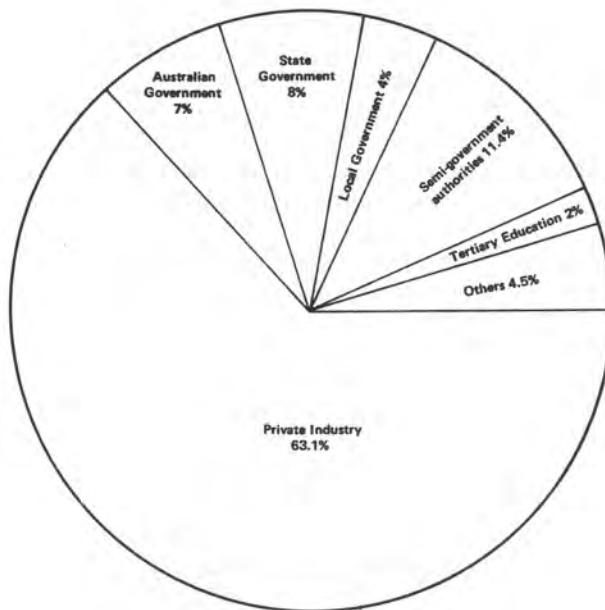


FIG. 6



Areas of Employment for 1975 Graduates

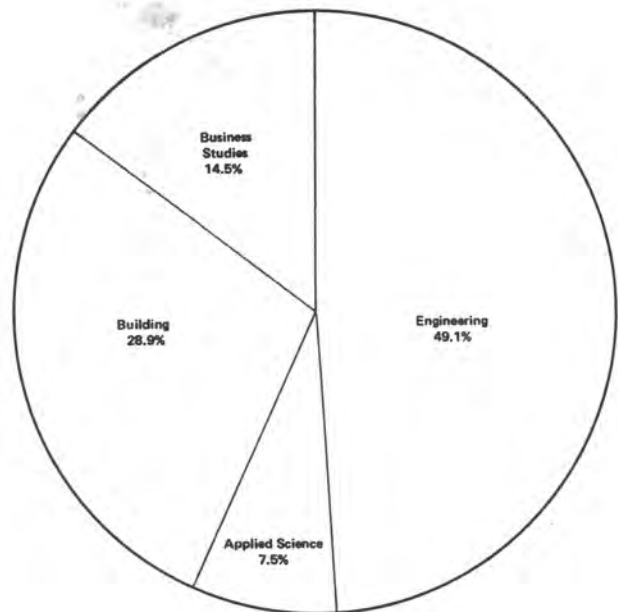
Swinburne College of Technology

At this stage, no information concerning the areas of employment of graduating full-time students for 1976 is available but the corresponding figures for 1975 are shown in Fig. 6.

1976 Graduates by Divisions
Swinburne Technical College

As a result of studies undertaken at Swinburne Technical College, 159 students were awarded certificates, the distribution of these, by divisions, is shown in Fig. 7.

FIG. 7



Student Union Finances

After discussions with the Student Union and the students' Sports Association, the College Council fixed the fees for 1976 as follows:

<i>Student Union</i>		<i>Sports Association</i>	
Full-time	\$29.00	Full-time	\$ 6.00
Cooperative	\$21.00	Cooperative	\$ 4.00
Part-time	\$14.00	Part-time	\$ 2.00
Part-time (STC)	\$10.00	Part-time (STC)	\$ 1.50

In addition, Council again agreed that the College would accept a charge up to a maximum of \$1,000 to assist the Sports Association with meeting the costs of hiring grounds and other venues normally provided on campus.

Student Health and Welfare Unit

During 1976, the areas of student counselling, health, employment and housing were drawn together in the new Student Health and Welfare Unit. In February, Miss Mary Algar was appointed as the first co-ordinator of the new unit.

During the integration of the various areas of student support services, the integrity of the core function of each of the areas has been maintained intact while a committee structure has been instituted to facilitate and enhance cooperation within the unit.

The student counselling service continues to be in demand both by students already at the College and by prospective students. Very few part-time students avail themselves of the service even though extended hours in the evening were instituted in the latter part of the year.

The difficult economic situation probably contributed to the increased utilisation of the employment service. On-campus interviews were again carried out successfully with a record number of employers (48) taking part.

The practice of providing mock-interview sessions for students continued in 1976 in co-operation with the Industrial Liaison Officer and Audio-Visual Services. As a result of the success of these sessions the section produced a videotape entitled 'Jobhunt' which recorded some common interview scenarios. This tape is available to local schools. Currently, a second videotape is in production in conjunction with the Department of Employment and Industrial Relations.

Housing for out-of-town students continues to be a problem. The full-board type of accommodation has almost completely disappeared and most students are now living in rented flats, rooms or shared houses. A housing handbook was produced early in the year in order to assist students making the transition from home to an independent life-style.

The Medical Centre continued to operate during 1976; the total number of patients seen decreased by 15% compared to the 1975 figures. The Centre has again been involved in the teaching of resuscitation to student groups within both teaching divisions of the College. The Medical Officer contributed to the weekend seminar, Sexual Counselling, which was held at the College. Members of staff of the Centre have attended seminars on family planning, sociology and medicine, and careers planning, to broaden their understanding of student problems.

College Chaplains

The College has continued to have the services of Rev. Harry Kerr as full-time chaplain. In addition to the full-time chaplain, we have been fortunate to have the services of part-time chaplains, Father Brendan James and Howard Chubb for the whole year.

INDUSTRIAL LIAISON

The duties of the Industrial Liaison Officer continue to fall into two main categories:

- 1 To promote close liaison between the College and industry and commerce.
- 2 To be the executive officer of the Swinburne Applied Research and Development Division (SARDD). The function of SARDD is to make available to industry and commerce the expertise and specialised equipment of the College and, in doing so, again promote a closer link between the College and industry and commerce.

During the year, the College has formalised its relationship with the Australian Institute of Management and many lecturers are now working through the Industrial Liaison Office on a formal basis with AIM.

Group visits continue to be encouraged and sixteen engineers from the State Electricity Commission visited the College during 1976.

The Industrial Liaison Office has become an extremely important referral point. It is providing services in such areas as:

- Research projects – referral for members of staff
- Visitors – an opportunity for visitors and College staff to meet
- Visiting lecturers and factory tours – in many cases leading to job opportunities and/or placements in the case of cooperative courses.

Two exhibitions were staged in the Library in 1976. One exhibition illustrated work done by the College on residential raft slabs, environmental studies on Gardiners Creek, and on simple computer programs.

The other exhibition featured models of rotundas which were made by final-year Civil Engineering students for a competition sponsored by the Rotary Club of Nunawading. This led to awards by Rotary, with the winning design to be built as a memorial to the late Mr Bill Sewart, former city engineer of Nunawading Council and former Swinburne student.



Part of SARDD exhibition in the Library

The Industrial Liaison Officer has been active in the mock-interview workshop organised in conjunction with Student Services and in the production of videotapes.

SARDD has had a successful year. New projects have included the modification of the Swinburne Library computer catalogue program for use by museums. The first system is currently being supplied to the Science Museum of Victoria.

Two new design contacts for projects in Japan and the Middle East have been received from the Department of Overseas Trade.

COOPERATIVE EDUCATION

During 1976, the College has continued to foster its vocational objectives through the extension and development of cooperative education. Cooperative education describes programs of study in which students undertake planned periods of full-time study and planned periods of full-time work experience in an integral course.

Considerable impetus was given to the development by Dr James W. Wilson, Asa S. Knowles Professor of Cooperative Education at Northeastern University, Boston, USA. Dr Wilson was, with the support of the Ian Potter Foundation and the George Alexander Trust, Visiting Fellow at the College from November 1975 to April 1976. During this time, he gave informal advice to members of the College staff, made a number of visits and conducted seminars at other colleges and institutes, both in Victoria and interstate, and spoke to outside groups interested in the development of closer relations between industry and commerce and education.

For second semester 1976, the first groups of cooperative students were placed in work experience in the courses leading to the Bachelor of Engineering in Electrical Engineering, the Bachelor of Applied Science in Applied Chemistry and the Bachelor of Applied Science, Multidisciplinary. With this move, these courses became established on the same basis as those for the Diploma of Engineering in Production Engineering, the Bachelor of Engineering in Production Engineering and the Bachelor of Engineering in Civil Engineering. Despite the unfavourable economic climate, all of the students undertaking work experience were satisfactorily placed. The first placement of students studying for the Diploma of Applied Science, Environmental Health, is to take place in July 1977; considerable interest has already been shown by employers.

With the growth of cooperative education into new areas within the College and the increasing involvement and interest of employers, the College has now established the Cooperative Education Centre, with membership open initially to staff, students and employers associated with cooperative programs at Swinburne. The Centre aims to promote awareness of cooperative education and to encourage its development by providing a forum where the three groups involved in the field may exchange views and develop ideas.

The report on the research project investigating the development of cooperative education, which was sponsored by the Commission on Advanced Education and undertaken through Swinburne by Mr R.S. Davie and Mr J.K. Russell, and through the New South Wales Institute of Technology by Mr K.J. Doyle and Mr W. Stern, has been released. The Commission has now received clear recommended guidelines for further development. The College believes that the Government should provide a major initiative to acquaint employers with the advantages of cooperative education and to assist them in its application. We believe that, given the firm basis already established by Swinburne, the increased application of the cooperative principle to tertiary courses can be a major factor in assisting the country's economy.

FUNCTIONS

Certificate Presentation

Over 180 students of Swinburne Technical College received their certificates and awards at a ceremony held on 4 August 1976, in the Ethel Swinburne Hall. The speaker on this occasion was the Hon. F.J. Granter, MLC, Minister for Water Supply and Forests.

Diploma presentations

Because of the large number of graduates, (433) it was decided to hold two diploma presentation ceremonies in 1976. These were held on the afternoon and evening of 28 July 1976, in the Camberwell Civic Centre. The occasional addresses were given, respectively, by Dame Phyllis Frost, DBE, and Professor P.W. Whitton, BSc (Eng), ME, PhD, FIEAust, DIC, Professor of Mechanical Engineering, University of Melbourne.

Degree Presentation

A Victoria Institute of Colleges degree conferring ceremony was held in the Camberwell Civic Centre on 27 April 1976. At this ceremony, degrees were conferred on students who had completed their courses of study at Swinburne College of Technology as follows:

Bachelor of Applied Science	24
Bachelor of Arts (Graphic Design)	3
Bachelor of Arts	40
Bachelor of Business	56
Bachelor of Engineering (Civil)	34
Bachelor of Engineering (Electrical)	14
Bachelor of Engineering (Mechanical)	42
Bachelor of Engineering (Production)	20

In addition, the degree of Master of Applied Science was conferred on Mr C.J. Nieuwenhuizen, and the degree of Master of Engineering was conferred on Mr A.J. Crichton.

The occasional address was given by Mr J.C. McNeill, CBE, FAIM, FASA, Managing Director, Broken Hill Proprietary Co. Ltd.



Mr McNeill presents the Occasional Address at the VIC ceremony for graduates of Swinburne College of Technology

AWARDS, GRANTS AND PRIZES

Swinburne Apprentice of the Year and Victorian Apprentice of the Year

The 1976 Swinburne Apprentice of the Year was Peter Stuart Bentley (Fitting and Turning). Mr Bentley was also chosen as Apprentice of the Year by the Industrial Training Commission of Victoria.

State Awards for Craftsmanship

State Awards for Craftsmanship were received by Peter Stuart Bentley (Silver Medallion), Gregory Wayne Hollow (Special Honourable Mention) and David Bruce Walkom (Honourable Mention).

Australian Research Grants Committee

The research grant to Dr J.V. Culka and Dr L.Y. Misconi was renewed for 1976.

Australian Water Resources Council

The grant to Mr A. Moodie for investigations of flood mitigation and pollution control of Gardiners Creek was continued in 1976.

Australian Engineering & Building Industries Research Association Ltd

Dr J.E. Holland has continued to receive support for his investigation into the behaviour of residential raft-slabs.

Australian Film Institute Awards

John Ruane (third-year Diploma) gained a Bronze Award for *Queensland* produced during his final-year studies. Brett Southwick (third-year Diploma) gained an Honourable Mention for his comedy *Last Drive-in Movie*.

Industrial Design Institute of Australia

In the Industrial Design Student Awards 1976, Helen Orams (fourth-year Degree) received a Certificate of Merit – Industrial Design and Brian Richardson (fourth-year Degree) a Certificate of Merit – Interior Design.

Imprint Society of Australia

In the Student Book Design Award, Claire O'Leary (third-year Diploma) was commended.

Master Builders Association

Ian Norman Maddison received the State Award for Building Technicians.

Marshall Eady Prize

Awarded by the Institute of Production Engineers to Mr J.J.A. Timms.

Philip Morris International Festival of Animation

David Atkinson (Graduate Diploma in Film and Television) shared first prize for Best Australian Entry for his film *Move*.

Red Cross Society

The International Humanities Poster Award was awarded to Joan Walker (third-year Diploma).

Unilever Prize

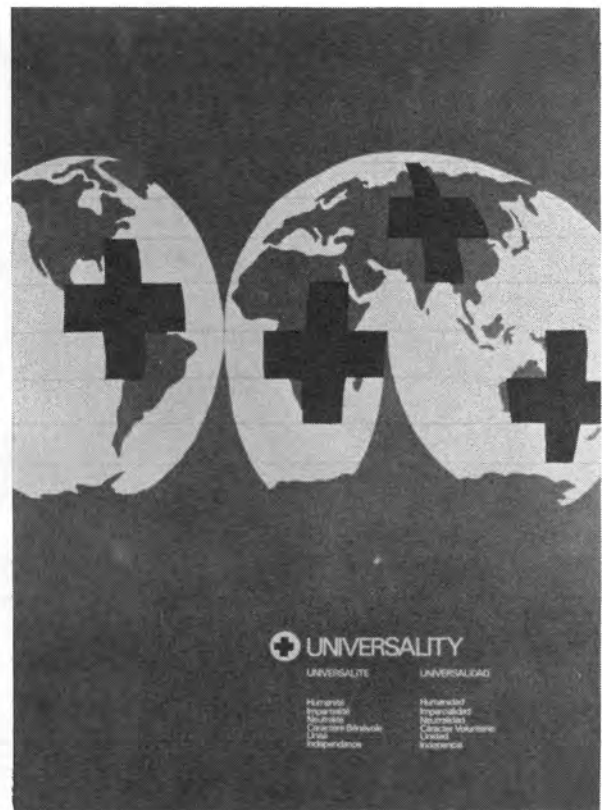
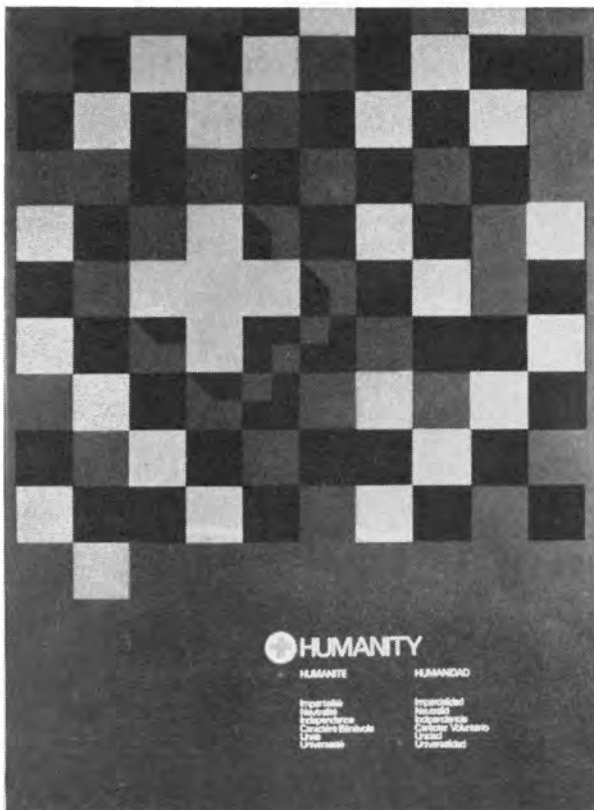
The annual Unilever Prize for outstanding work in a Chemistry Diploma course was awarded to Mr G.G. Schmoll.

Victorian Overseas Foundation Awards

David MacFarlane and Kierman Vincent O'Donnell received awards from the Victorian Overseas Foundation.



Apprentice of the Year, Mr Peter Bentley (left) receives the Swinburne award from Mr T.W. Higgins, President of the College Council



Two of Joan Walker's six designs used by the Red Cross Society for their International Humanities Poster series

VISITORS TO THE COLLEGE

Professor G. Fargo	Professor of Psychology, University of Hawaii, who gave a talk on <i>Para-medical training and curriculum development in the social sciences</i> .
Sir Laurence McIntyre	Director of the Australian Institute of International Affairs, who gave a talk on <i>The Media and Foreign Affairs</i> .
Professor M. Weisz	OECD – who presented a seminar for staff on industrial relations.
Hon. F.J. Granter, MLC	Minister for Water Supply and Forests, who gave the Occasional Address at the Certificate awards ceremony.
Professor P.W. Whitton	Professor of Mechanical Engineering, University of Melbourne, who gave the Occasional Address to the evening Diploma graduation ceremony.
Dame Phyllis Frost, DBE	– who gave the Occasional Address to the afternoon Diploma graduation ceremony.
Professor E.S. Hendriksen	Washington State University, who led an accounting seminar in the Faculty of Business.
Miss E. Walkenhorst	Registrar, Balob Teachers College, Lae, to observe the work of student administration.
Professor D. Bosman	Professor of Electrical Engineering, Technische Hogeschool, Netherlands, who held discussions with Physics staff on instrumental sciences.
Dr S.F. Dyke	Reader in Chemistry, University of Bath, England, who gave a series of lectures in biosynthetic mechanisms.
Professor D. French	University of Waterloo, Canada, who visited the Department of Production Engineering to discuss developments in computer-aided design and manufacture.
Professor W.F. Forbes	Dean of Mathematics, University of Waterloo, Canada, who had general discussions with members of the Applied Chemistry Department on cooperative education courses.
Associate Professor D.C. Stouffer	University of Cincinnati, USA. Visiting lecturer in the Department of Production Engineering for 6 months.

THE REPORT OF COUNCIL AND FINANCIAL STATEMENTS

The Council submits the Balance Sheet of the Company as at 31 December 1976, and Income and Expenditure Statements for the year ended on that date and reports as follows:

- 1 The College is a Company limited by guarantee and does not have a capital divided into shares;
- 2 The names of the members of Council in Office at the date of this report are:

President	Mr T.W. Higgins
Vice-President	Mr W.P. Brown
Vice-President	Mr B.R. Martin
Members	Mr W.J. Braden
	Mr R.S. Davie
	Mr D.R. Eden
	Mr R.H. Fowler
	Mr G.A. Harrison
	Mr G.R. Hjorth
	Mr L.M. Jenkins
	Mr W. Jona
	Dr W.R. Longworth
	Mr D.J. MacFarlane
	Miss K.M. McGrath
	Miss F. Moore
	Mr R.N. Morse
	Mr L.E.A. Orton
	Mr A.P. Stark
	Mr N.P. Watson
	Mr G.N. Williams
	Dr J.F. Williams
	Cr J.A. Wunderlich
	Mr H. Zimmerman

- 3 The principal activity of the Company during the year was to provide education.
- 4 The surplus for the year was \$521,437. No income tax is payable.
- 5 In accordance with Memorandum No.3 of the Memorandum of Association no dividend is payable.
- 6 An amount of \$2,292,786 was transferred to the Asset Revaluation Reserve as a result of the Councillors' revaluation as at 31 December 1976. The bases of valuation for the various types of assets were as follows:

Plant and Equipment	Replacement Value
Fixtures and Fittings	Replacement Value
Land	Market Value
Buildings	Replacement Value

These assets are now shown in the balance sheet at Councillors' 1976 Valuation.

In respect of Land Valuations, the Titles to certain areas of land which the College uses are not vested in the College. The value of these areas of land is not included in the fixed assets.

- 7 The Council took reasonable steps, before the statement of Income and Expenditure and Balance Sheet were made out, to ascertain that all known bad debts were written off and adequate provision was made for doubtful debts.

- 8 At the date of this report, the Council is not aware of any circumstances which could render the amount written off for bad debts, or the amount of the provision for doubtful debts, inadequate to any substantial extent.
- 9 The Council took reasonable steps, before the Statement of Income and Expenditure and Balance Sheet were made out, to ascertain that the current assets other than debtors were shown in the accounting records of the Company at a value equal to or below the value that would be expected to be realised in the ordinary course of business.
- 10 At the date of this report the Council is not aware of any circumstances which would render the values attributable to the current assets in the accounts misleading.
- 11 No charge on the assets of the Company has arisen since the end of the financial year to the date of this report to secure the liabilities of any other person and no contingent liability has arisen since the end of the financial year to the date of this report.
- 12 No contingent or other liability has become enforceable or is likely to become enforceable within a period of 12 months after the end of the financial year which, in the opinion of the Council will or may affect the ability of the Company to meet its obligations as and when they fall due.
- 13 The provision for Long Service Leave as at the 31 December 1976, amounts to \$1,222,747. Payments for Long Service Leave are charged in the accounts in the period in which the payments are made.
- 14 At the date of this report the Council is not aware of any circumstances not otherwise dealt with in the report or accounts which would render any amount stated in the accounts misleading.
- 15 In the opinion of Council the Results of the Company's operations during the financial year were not substantially affected by any item, transaction, or event of a material and unusual nature.
- 16 In the opinion of Council there has not arisen in the interval between the end of the financial year and the date of the report, any item, transaction or event of a material and unusual nature likely to affect substantially the results of the Company's operations for the next succeeding financial year.
- 17 Since the end of the previous financial year no Councillor of the Company has received or become entitled to receive a benefit not disclosed in the Accounts, by reason of a contract made by the Company or a related Corporation with a Councillor or with a firm of which he is a member or with a company in which he has a substantial financial interest.

**Signed on behalf of the Council in
accordance with the resolution of
Council.**

T.W. Higgins, President

R.H. Fowler, Councillor

30 March 1977

BALANCE SHEET AS AT 31 DECEMBER 1976

	Note	1975 \$	1976 \$
Accumulated Funds			
General	2	15,052,027	15,177,821
Asset Revaluation Reserve	4	15,332,487	17,625,273
		<u>30,384,514</u>	<u>32,803,094</u>

Specific Funds			
Council Funds	5	297,059	490,989
Special Purpose	5	68,343	120,620
Scholarship	5	2,366	3,436
Special Equipment, Library and Research Grants	5	172,404	116,711
Capital Projects	5	1,050	5,000
Trust Items	5	61,290	62,748
		<u>602,512</u>	<u>799,504</u>

Liabilities			
<i>Current Liabilities & Provisions</i>			
Grants in Advance		1,723,022	1,563,000
Fees in Advance		71,014	87,461
Creditors		268,391	1,445,174
Provision for Long Service Leave		923,477	1,222,747
		<u>2,985,904</u>	<u>4,318,382</u>
		<u>\$33,972,930</u>	<u>\$37,920,980</u>

Represented by:

Assets	Note	1975 \$	1976 \$
<i>Current Assets</i>			
Cash on Hand		882	1,147
Cash at Bank		601,117	1,611,528
Debtors	6	242,843	88,588
Prepayments		447,545	406,840
Investments – Short Term (at cost)		1,501,020	1,903,706
		<u>2,793,407</u>	<u>4,011,809</u>

<i>Fixed Assets</i>			
Plant, Equipment, Land, and Buildings	3	31,116,390	33,839,568
Investments – Long Term (at cost)		1,843	6,855
Trust Assets Cash at Bank		2,570	4,028
Investments (at cost)	8	58,720	58,720
		<u>31,179,523</u>	<u>33,909,171</u>
		<u>\$33,972,930</u>	<u>\$37,920,980</u>

**STATEMENTS OF INCOME AND EXPENDITURE FOR YEAR ENDED
31 DECEMBER 1976**

1 Recurrent Funds

	1975	1976
	\$	\$
Income		
Government Grant	10,483,334	13,080,657
Other Income	9,496	767
	<u>10,492,830</u>	<u>13,081,424</u>
Less Expenditure		
Teaching	7,322,480	8,554,846
Library	829,220	823,223
Computing	226,880	253,031
Educational Technology	25,588	37,755
Student Services and Counselling	250,216	231,553
General Administration	963,699	1,089,478
Maintenance of Buildings, Premises and Grounds	1,224,253	1,565,303
Superannuation – Employer's Contribution	–	166,614
	<u>10,842,336</u>	<u>12,721,803</u>
(Deficit) Surplus	<u>(\$349,506)</u>	<u>\$359,621</u>

NOTE:

In addition to the expenditure recorded above \$364,949 (1975 \$258,507) was spent on Capital items from recurrent funds.

2 Council Funds

	Note	1975	1976
		\$	\$
Income			
Investment Income		145,496	125,383
Press Sales		18,742	3,225
Other		61,976	53,617
		<u>226,214</u>	<u>182,225</u>
Less Expenditure			
408 Burwood Road		6,475	–
Other		23,311	20,409
		<u>29,786</u>	<u>20,409</u>
Surplus		<u>\$196,428</u>	<u>\$161,816</u>
3 Total – (Deficit) Surplus	7	<u>(\$153,078)</u>	<u>\$521,437</u>

CAPITAL EXPENDITURE FOR YEAR ENDED 31 DECEMBER 1976

	1975	1976
	\$	\$
Property Acquisitions	236,092	239,130
Equipment	472,548	471,640
Furniture	15,646	61,443
Business & Arts Building	903,737	94,614
Applied Science Complex	418,279	9,717
Other	46,666	82,749
	<u>\$2,092,968</u>	<u>\$959,293</u>

Capital Expenditure has been financed by:

1 Government Grants		
Capital Projects	1,564,035	454,974
Special Equipment, Library and Research Grants	38,770	71,484
Allocation from Recurrent Funds	258,507	364,949
2 Council Funds		
	231,656	67,886
	<u>\$2,092,968</u>	<u>\$959,293</u>

NOTES FORMING PART OF THE 1976 ACCOUNTS

ACCOUNTING POLICIES

Normal accounting principles are followed with these exceptions:

- (a) The College does not charge depreciation on assets. It has been the practice for funding authorities to provide funds for all new assets required by the College, and this practice is expected to continue. A revaluation of assets is made each year.
- (b) The provision for Long Service Leave as at the 31 December, 1976 amounts to \$1,222,747 and this amount has been charged against Accumulated Funds. Payments for Long Service Leave are charged in the accounts in the period in which the payments are made. Funds are sought and provided by funding authorities on this basis.

THE FOLLOWING NOTES FORM PART OF, AND SHOULD BE READ IN CONJUNCTION WITH, THE 1976 ACCOUNTS

Note 1:

The presentation of information in notes 2 and 5 has been altered from last year to give greater clarity. In particular, Council Funds are now accounted for as part of Specific Funds and not as part of Accumulated Funds. The corresponding items for 1976 have been restated accordingly.

Note 2: Accumulated Funds – General	1975	1976
	\$	\$
Opening Balance 1 January	14,489,479	15,052,027
ADD General Fund increase from:		
Council Funds	231,656	67,886
Capital Projects Grant	1,564,035	454,974
Special Equipment, Library and Research Grants	38,770	71,484
Provision for Unsalable Notes Written back	1,070	-
	<u>16,325,010</u>	<u>15,646,371</u>
LESS Increased provision for Long Service Leave	923,477	299,270
Properties transferred to State Minister of Education	-	528,901
	<u>15,401,533</u>	<u>14,818,200</u>
Surplus (Deficit) for Year		
Recurrent Funds	(349,506)	359,621
Balance at 31 December	<u>\$15,052,027</u>	<u>\$15,177,821</u>

Note 3: Fixed Assets	1975	1976
	\$	\$
Plant and Equipment (at Councillors' Valuation)	<u>4,447,286</u>	<u>5,658,658</u>
Fixtures and Fittings (at Councillors' Valuation)	484,554	565,080
Land (Councillors' Valuation)	2,000,590	1,798,830
Buildings (at Councillors' Valuation)	24,183,960	25,817,000
Total Fixtures and Fittings, Land and Buildings (at Councillors' Valuation)	<u>26,669,104</u>	<u>28,180,910</u>
Total Fixed Assets (at Councillors' Valuation)	<u>\$31,116,390</u>	<u>\$33,839,568</u>

Note 4:

An amount of \$2,292,786 was transferred to the Asset Revaluation Reserve as a result of the Councillors' revaluation as at 31 December 1976. The bases of valuation for the various types of assets were as follows:

Plant and Equipment	Replacement Value
Fixtures and Fittings	Replacement Value
Land	Market Value
Buildings	Replacement Value

These assets are now shown in the balance sheet at Councillors' 1976 Valuation.

In respect of Land Valuations, the Titles to certain areas of land which the College uses are not vested in the College. The value of these areas of land is not included in fixed assets.

Note 5: Movements in Specific Funds for Year Ended 31/12/1976

	<i>Income</i>	<i>Transfer to Accumulated Expend- Funds iture</i>		<i>Balance at 1/1/76</i>	<i>Balance at 31/12/76</i>
	\$	\$	\$	\$	\$
Council Funds	282,225	67,886	20,409	297,059	490,989
Special Purpose	125,106	—	72,829	68,343	120,620
Scholarship	2,650	—	1,580	2,366	3,436
Special Equipment, Library, Research Grants	237,659	71,484	221,868	172,404	116,711
Capital Projects	458,924	454,974	—	1,050	5,000
Trust Items	1,710	—	252	61,290	62,748

Note 6: Debtors

	1975	1976
	\$	\$
Debtors	244,143	90,188
less Provision for Doubtful Debts	1,300	1,600
	<u>242,843</u>	<u>88,588</u>

Note 7: Income and Expenditure Statements

The surplus/deficit for the year is after adding/deducting:	1975	1976
	\$	\$
Bad Debts written off	—	1,193
Auditors' remuneration for auditing services (the Auditors received no other benefits)	\$3,050	\$3,025

Note 8: Investments

The aggregate quoted market value of these investments at 31 December 1976 was \$52,965.

COUNCILLORS' STATEMENT

We, THOMAS WALTER HIGGINS and RONALD HARRIS FOWLER being two of the Councillors of the Company, do hereby state, in accordance with a resolution of Council, that in the opinion of Council the accompanying Income and Expenditure statements are drawn up so as to give a true and fair view of the surplus of the Company for the financial year ended 31 December 1976 and the accompanying Balance Sheet is drawn up so as to give a true and fair view of the state of affairs of the Company as at 31 December 1976.

T.W. Higgins, Councillor

30 March 1977

R.H. Fowler, Councillor

STATEMENT BY PRINCIPAL ACCOUNTING OFFICER

I, DAVID FRANCIS BAKER, being Principal Accounting Officer of Swinburne College of Technology Limited for the year ended 31 December 1976, do hereby state to the best of my knowledge and belief the accompanying Accounts give a true and fair view of the matters required by Section 162 of the Companies Act 1961 to be dealt with therein.

30 March 1977

D.F. Baker

AUDITOR'S REPORT TO COUNCIL

I refer to Note 4 of the Company's Accounts which states that Councillors' valuation of the Plant and Equipment, Fixtures and Fittings, and Buildings held by the Company as at 31 December 1976 was assessed on a replacement basis.

I am not in a position to offer any opinion as to the value of those assets totalling \$32,040,738 referred to above and which are included in the accounts under the heading of Fixed Assets.

In my opinion, subject to the above, the attached Balance Sheet and Statements of Income and Expenditure and Notes are properly drawn up so as to give a true and fair view of the state of affairs and of the results of the Company's activities for the year ended 31 December 1976.

The accounting and other records, including registers of the Company have been examined by me and in my opinion have been properly kept in accordance with the provisions of the Companies Act 1961.

30 March 1977

**J.W. Baxter, Chartered Accountant
Auditor**

APPENDIXES

- 1 Council Committees as at 31 December 1976: *page 35*
- 2 Membership of Academic Board and Board of Studies as at 31 December 1976: *page 37*
- 3 Departmental and Faculty Advisory Committees: *page 40*
- 4 The Library Collection: *page 47*
- 5 Conferences and Seminars: *page 49*
- 6 Statistics — College Enrolments — 1976: *page 60*

Finance

Mr T.W. Higgins	President (Chairman)
Mr W.P. Brown	Vice-President
Mr B.R. Martin	Vice-President
Mr W.J. Braden	
Mr R.H. Fowler	
Mr N.P. Watson	
Dr W.R. Longworth	Director
Mr R.S. Davie	Assistant Director
Mr L.M. Jenkins	Assistant Director
Mr A.P. Stark	Principal, Swinburne Technical College
Mr F.G. Bannon	Comptroller (Secretary)

Staffing

Ex officio

Mr T.W. Higgins	President
Dr W.R. Longworth	Director
Mr R.S. Davie	Assistant Director
Mr L.M. Jenkins	Assistant Director
Mr A.P. Stark	Principal, Swinburne Technical College

Council

Mr N.P. Watson	(Chairman)
Mr R.H. Fowler	
Mr D. Eden	
Mr G.A. Harrison	
Mr W.J. Braden	Vice-President
Miss K. McGrath	
Mr H. Zimmerman	

Academic Board

Mr F.W. Bevis
Dr E.H. Bode
Mr M.H. Hunter
Mr A.J. Sampson

Board of Studies

Mr R. Gullan	
Mr R.T. Lyons	
Mr B.J. MacDonald	
Mr J.R. Riley	
Mr G.L. Williamson	Registrar (Secretary)

Building and Development

Ex officio

Mr T.W. Higgins	President
Dr W.R. Longworth	Director
Mr R.S. Davie	Assistant Director
Mr L.M. Jenkins	Assistant Director
Mr A.P. Stark	Principal, Swinburne Technical College

Council

Mr W.P. Brown	Vice-President (Chairman)
Mr J.D. MacFarlane	
Miss K. McGrath	
Mr L.E.A. Orton	
Mr G.N. Williams	
Dr J.A. Wunderlich	

Academic Board

Mr I. McNeilage
Dr I.G. McWilliam
Mr J.K. Russell
Mr R.W. Treloar

Board of Studies

Mr R. Gullan
Mr F. Hutchison
Mr R.T. Lyons
Mr A.L. Patience

Mr F.G. Bannon	Comptroller (Secretary)
----------------	-------------------------

Amenities

Ex officio

Mr T.W. Higgins	President
Dr W.R. Longworth	Director

Council

Mr B.R. Martin	(Chairman)
Mr D.R. Eden	
Mr N.P. Watson	
Mr G.N. Williams	
One vacancy	

Academic Board

Dr M. Corbett
Mr I. Palmer
Mr R.N. Devers

Board of Studies

Mrs D:L. Abernethy
Mrs G. Emerson

Students

Mr G. Lambert	President, Student Union
Mr D. Edén	President, Sports Association
Ms M. Burdeu	
Mr P. McCrae	
Mr P. Weston	

Mrs C. Miller	Executive Officer (Secretary)
---------------	-------------------------------

ACADEMIC BOARD (as at 31 December 1976)

Appendix 2

Ex officio

Chairman	Dr W.R. Longworth	Director
	Mr R.S. Davie	Assistant Director (Applied Science and Engineering)
	Mr L.M. Jenkins	Assistant Director (Art, Arts and Business)
	Dr E.H. Bode	Dean, Faculty of Applied Science
	Mr I. McNeilage	Dean, Faculty of Art
	Mr C.K. McDonald	Dean, Faculty of Arts
	Mr M.H. Hunter	Dean, Faculty of Business
	Mr F.W. Bevis	Dean, Faculty of Engineering
Heads of teaching departments	Mr N.J. Allport	Accounting
	Mr L.A. Zimmerman (acting)	Administration and Law
	Dr D.R. Barras	representing head of department, Applied Chemistry
	Dr F. Molyneux	Chemical Engineering
	Mr K.J. McManus (acting)	Civil Engineering
	Mr G.A.K. Hunt	Computer Studies
	Mr R.W. Treloar	Data Processing and Quantitative Methods
	Mr R.W. Nottle (acting)	Economics
	Mr N. Zorbas	Electrical Engineering
	Mr R.S. Walker	Engineering Drawing
	Mr B.C. Robinson	Film and Television
	Mr R.A. Francis	Graphic Design
	Mr H.J. Kannegiesser	Humanities
	Mr B. Warren	Languages
	Mr A.J. Sampson	Liberal Studies
	Mr P.D. Stewart	Materials Technology
	Mr R.P.J. Kavanagh	Mathematics
	Mr W.N. Fricker	Mechanical Engineering
	Mr S.J. Rackham	Physics
	Mr J.K. Russell	Production Engineering
Mr M.A. Howe	Psychology	
Mr B.L. Howe	Social and Political Studies	
Chief Librarian	Mrs J.M. Harley	
Head, Student Health & Welfare Unit	Miss M. Algar	
Comptroller	Mr F.G. Bannon	
Registrar	Mr G.L. Williamson	
Head, Education Unit*	Mr K.J. Anderson	
President, Student Union	Mr G. Lambert	
Representative, Technical College	Mr A.P. Stark	

* to be filled *pro tem* by Education Officer (Educational Technology).

Representatives,
Board of Studies,
STC

Mr G.A. Harrison
Mr G.A. Martin

College Council

Dr J.F. Williams
Mr R.N. Morse

Elected

Faculty of Applied
Science (6)

Mr E.F. Carter
Dr A.P. Towns
Mr I.G. McWilliam
Mr B.R. Phillips
Mr K.B. Watson
Dr D.F. Ward-Smith

Applied Chemistry
Applied Chemistry
Applied Chemistry
Mathematics
Mathematics
Physics

Faculty of Art (2)

Mr M. Cantlon
One vacancy

Graphic Design

Faculty of Arts (4)

Mr J.E. Baxter
Mr F.X. Walsh
Mr P.F. Thompson
Mr R.H. Smith

Humanities
Social and Political Studies
Sub-Dean
Liberal Studies

Faculty of Business
(4)

Mr B.C. McDonald
Mr R.M. Brown
Miss D. Marrison
Mr G.M. Parrington

Accounting
Administration and Law
Data Processing
Economics

Faculty of
Engineering (8)

Mr B.J.W. Hird
Mr I.R. Palmer
Mr J. Hyne
Mr G.L. Price
Mr B.R. Statham
Mr K.R. Horrigan
Mr H.J.V. Maynard
Mr W. Thompson

Civil Engineering
Civil Engineering
Electrical Engineering
Engineering Drawing
Materials Technology
Mechanical Engineering
Mechanical Engineering
Production Engineering

General
representatives

Mr N.J. Maling
Ms J. O'Connor
Mr N. Garnham
Mr G.R. Hjorth

Art
Applied Chemistry
Mathematics
Mechanical Engineering

Student members

Mr I. Dixon
Miss S. Ellis
Mr M. Kiddle
Mr R. Moore
Mr P. Paris
One vacancy

BOARD OF STUDIES (as at 31 December 1976)

Ex officio

Chairman Dr W.R. Longworth
Mr A.P. Stark

Mr G.A. Martin
Mr G.A. Harrison
Mr J.R. Riley

Heads of teaching departments Mr T.C. Bell
Mr B.J. MacDonald
Mr J.D. Fraser
Mrs D.L. Abernethy
Mr G.N. Williams
Mr R. Gullan
Mr R.T. Lyons

Chief Librarian Mrs J.M. Harley

Assistant Registrar Mrs G. Emerson

Assistant Accountant Mr D.T. Barnard

College Council Mr W. Jona
Dr J.F. Williams

Representatives, Swinburne College of Technology Mr A.P. Gardner
Mr C. D'Aprano

Director
Principal, Swinburne Technical College
Head of Division, Building
Head of Division, General Studies
Head of Division, Engineering

Building Construction
Business Studies
Electrical and Electronics
Humanities
Machines and Materials
Mathematics and Science
Plumbing and Gasfitting

Applied Science
Arts

Elected

Staff representatives (2) Mr D.J. Gaylard
Mr F. Hutchison

Student representatives (2) Vacant
Vacant

Machines and Materials
Electrical and Electronics

DEPARTMENTAL AND FACULTY ADVISORY COMMITTEES

Applied Chemistry Advisory Committee

V. Davey, MSc, FRACI
Deputy Director Technical
Commonwealth Serum Laboratories

R.P. Hildebrand, MSc, PhD
Chief Technical Executive
Carlton and United Breweries

D. Koch, MSc, PhD (London)
Chief, Division of Mineral Chemistry
CSIRO

Nancy Millis, PhD(Bristol), MAgSc
Reader in Microbiology
University of Melbourne

H.C. Oldland, PhD(London), DIC, BSc,
ARCS, FRIC, FRACI, AM AusImm
Personnel and Planning Manager
Research Department
ICI Australia Ltd

W. Purnell, ASTC, MIE(Aust),
MChEng, FRACI
Secretary
Royal Australian Chemical Institute

B.O. West, BSc, PhD(Adel),
PhD (Cantab), FRACI
Professor of Chemistry
Monash University

E.H. Bode, PhD, BSc(Hons),
FRMTC, FRACI
Dean, Faculty of Applied Science
Swinburne College of Technology

A.P. Gardner, MSc, DipEd,
ARIC, ARACI
Head, Dept of Applied Chemistry
Swinburne College of Technology

D. Barras, PhD, BSc
Principal Lecturer (Biochemistry)
Swinburne College of Technology

I.G. McWilliam, DSc, FRACI
Principal Lecturer (Applied Chemistry)
Swinburne College of Technology

Applied Psychology Course Advisory Committee

J.A. Cowl, BA, MAPsS
J.A. Cowl & Co Pty Ltd

G. Gardner, MA, PhD, MAPsS
Senior Lecturer in Psychology
Department of Psychology
University of Melbourne

C. Phillips, BA, DipPsych, DipTTC, MAPsS
Australian Frontier Trust

G.Prideaux, BA, DipSocWk, MAdmin
Head, Department of Administrative Studies
Royal Melbourne Institute of Technology

A. Snare, BA, MAPsS
Chief Psychologist
Australian Broadcasting Control Board

R.Taft, MA, PhD, FAPsS
Professor of Education
Monash University

Applied Science Faculty Advisory Committee

K.H. Clarke, MSc, ARCS, FirstP,
FAIP, MIBME
Physicist-in-Charge
Cancer Institute

W.H.Cock, DipAppChem, ARACI
Consulting Chemist

J.S. Hoggart, BMetE, FIM
Reader in Mechanical Metallurgy
Melbourne University

G. McLean, BSc(Wales), MACE
Assistant Director, Technical Education
Education Department

T. Stanning, MBA, BSc, DipEd
Superintendent of Planning and
Operations Research
Gas and Fuel Corporation

R.S. Davie, BE(Mech), CEng, FIProdE,
FIEAust, MACE
Assistant Director
Swinburne College of Technology

E.H. Bode, PhD, BSc(Hons),
FRMTC, FRACI
Dean, Faculty of Applied Science
Swinburne College of Technology

R.P. Kavanagh, MA, MSc, MAORS, MORS
Head, Dept of Mathematics
Swinburne College of Technology

S.J. Rackham, MSC, FRMTC, MAIP,
TTTC, MACE
Head, Dept of Physics
Swinburne College of Technology

Computer Science Advisory Committee

A.H. Blackmore, BA
Managing Director
Keyline Pty Ltd

L.E. Edwards, BE, BEc
Managing Consultant
Coopers and Lybrand Services

D. Stafford, BA
Systems Manager
International Computers Australia Pty Ltd

R.S.Davie, BE(Mech), CEng, FIEProdE,
FIEAust, MACE
Assistant Director
Swinburne College of Technology

E.H. Bode, PhD, BSc(Hons),
FRMTC, FRACI
Dean, Faculty of Applied Science
Swinburne College of Technology

G.A.K. Hunt, BA, DipAppChem, MBCS
Head, Dept of Computer Studies
Swinburne College of Technology

Electrical Engineering Advisory Committee

P. Altmann, BSc(Eng)(Hons)(Lond),
MEE, MIEAust, MIEE
Chief Electrical Engineer
Australian Paper Manufacturers Ltd

K. Connelly, DipEE
Chief Engineer
Transmission and Development
State Electricity Commission of Victoria

R.R. Cook, FRMIT, AGIT, MIEAust
Experimental Officer
Electrical Metrology Group
Materials Research Laboratories

H.I. Millar, BMechE, BEE,
MIEAust, MIKEE
Chief Engineer
Maintenance and Overhaul
TAA

L. Murfett, BSc
Staff Engineer
Standards and Laboratories Branch
Research Department
Australian Telecommunications Commission

R.S. Davie, BE(Mech), CEng, FIEProdE,
FIEAust, MACE
Assistant Director
Swinburne College of Technology

F.W. Bevis, MSc, MBIM, CEng,
MIMechE, FIProdE, FIEAust
Dean, Faculty of Engineering
Swinburne College of Technology

N. Zorbas, BE(Hons), MEngSc, CEng,
MIEE, MIEEE, MIE(Aust)
Head, Dept of Electrical Engineering
Swinburne College of Technology

J. Hyne, BE(Elec), BA, MIREE,
GradIEAust
Senior Lecturer
Dept of Electrical Engineering
Swinburne College of Technology

Engineering Faculty Advisory Committee

J.J. Kowalczewski, Dipl IngETH,
Dr techn sc, FIEAust, MAIRAH
Chief Research Scientist,
Division of Mechanical Engineering
CSIRO

R. McPherson, BMetE, MEngSci, AIM
Associate Professor,
Monash University

L. Murfett, BSc
Staff Engineer
Standards & Laboratories Engineering
APO Research Laboratories

I.W. Shedden, BChemE, CEng, FICHEM
Director,
Davie-Pacific Pty Ltd

J. Standish, BCE, FIEAust, FASCE
Formerly Government Member
Public Service Board Melbourne

N. Stucley, BSc, BE(Hons)(Syd),
FIEAust, MIMC
Australian Administrative Staff College

R.S.Davie, BE(Mech), CEng, FIProdE,
FIEAust, MACE
Assistant Director
Swinburne College of Technology

F.W. Bevis, MSc, MBIM, CEng, MIMechE,
FIProdE, FIEAust
Dean, Faculty of Engineering
Swinburne College of Technology

N. Zorbas, BE(Hons), MEngSc, CEng,
MIEE, MIEEE, MIEAust
Head, Dept of Electrical Engineering
Swinburne College of Technology

Environmental Health Advisory Committee

R. Andrew, FAIHS, ARSH, AAIWMA
Chief Health Inspector
Shire of Werribee

G.A. Crowley, MAIHS, SRN
Senior District Health Inspector
Commission of Public Health

B.D.M. de Moore, MAIHS, MRSH
Chief Health Inspector
Commission of Public Health

N. Hawthorn, FRSH, FAIHS
Chief Health Inspector
Municipality of Williamstown

D.R. Lambert, BE(Sc), MIE(Aust)
Manager
Engineering Research and
Environmental Projects
Kraft Foods Ltd

W.H.C. Maher, MRSH, MAIHS
Chief Health Inspector
City of Melbourne

K. McLennan, ED, FAIHS
Chief Health Inspector
City of Knox

B.S. Middleton, BSc(Hons), PhD, ARACI
Chief Investigations Officer
Environment Protection Authority

N. Sloan, MB, BS, DipObst, RCOG,
DPH, FACMA
Deputy Chief Health Officer
Commission of Public Health

B. Stow, ED, MAIHS, MEHA
Chief Health Inspector
Municipality of Waverley

R.S. Davie, BE(Mech), CEng, FIProdE,
FIEAust, MACE
Assistant Director
Swinburne College of Technology

E.H. Bode, PhD, BSc(Hons),
FRMTC, FRACI
Dean, Faculty of Applied Science
Swinburne College of Technology

F.W. Bevis, MSc, MBIM, CEng, MIMechE,
FIProdE, FIEAust
Dean, Faculty of Engineering
Swinburne College of Technology

A.P. Gardner, MSc, DipEd,
ARIC, ARACI
Head, Dept of Applied Chemistry
Swinburne College of Technology

W. Baker, BSc(Hons), PhC, MPS,
ARACI, TTTC
Senior Lecturer, Dept of Applied Chemistry
Swinburne College of Technology

H. Zimmerman, BA(Hons), LLB, DipEd
Senior Lecturer
Department of Administration and Law
Swinburne College of Technology

Film and Television Advisory Committee

P. Adams
Managing Director
Monahan Dayman Adams Pty Ltd

R. Copping, ACS
Director
Bilcock & Copping Film Productions Pty Ltd

B. Hawkins, BA, DipEd, BEd, MACE
Development Officer
Educational Technology
Victoria Institute of Colleges

C. Muir
Producer
ABC2 Television Station

D. Webb
HSV7 Television Station

Graphic Design Advisory Committee

P. Bennett, ARMIT
Creative Director
USP Needham (Vic.) Pty Ltd

W. Gent
Creative Director
John Clemenger Pty Ltd

J. Pollard
Director
Imagistics Pty Ltd

B. Sadgrove
Graphic Designer

P. Shaw
Director
Corporate Graphics

Liberal Studies Advisory Committee

J.E. Kolm, MSc(Chem Eng)
Technical Director
ICI Ltd

N.R. Stucley, BSc, BE, FIE, MIMC
Australian Administrative Staff College

L.M. Perrot, OBE, FRAIA, FRIBA, MRTPI
Chairman
Perrott, Lyon, Timlock & Assoc. Pty Ltd

F.E. Poke,
Product Development Manager
BP Australia Ltd

Mechanical Engineering Advisory Committee

M. Ashworth, DipMechE, DipProdE, MIME
Production and Engineering Manager
Apex Belting Pty Ltd

K.W. Baldock, CertMechE, CEng, MSAE,
MIProdE, FID
Director of Product Engineering
Freighter Industries Ltd

H.E. Jones, DipMechE, BMechE, MEngSci,
DipEd, TTTC, MIEAust
Vice Principal
State College of Victoria at Hawthorn

J.J. Kowalczewski, Dipl Ing ETH,
Dr tech sc, FIEAust, MAIRAH
Chief Research Scientist
Division of Mechanical Engineering
CSIRO

K.W. Laing, BComm, DipMechE,
MIEAust, SOR, AlnstF
Production Planning Division
State Electricity Commission

R.W. Smyth, BE, PhD, MIEAust
Head, School of Engineering
South Australian Institute of Technology

F.W. Bevis, MSc, MBIM, CEng, MIMechE,
FIProdE, FIEAust
Dean, Faculty of Engineering
Swinburne College of Technology

W.N. Fricker, BE(Mech), DipElecE,
FIEAust, SAAS
Head, Dept of Mechanical Engineering
Swinburne College of Technology

H.J.V. Maynard, MEng, BE(Mech), DipElecE,
AGInstTech, FIEAust
Deputy Head
Dept of Mechanical Engineering
Swinburne College of Technology

Physics Advisory Committee

R.J.L. Alsop, ARMIT, MHPA, AAIP
Manager: NEN Chemicals (Australia)
Director Nucleonics: Austronic Engineering
Laboratories Pty Ltd

C.M. Chamberlain, FMTC, AAIP
Physicist
Assistant Manager, Research Department
Olympic Tyre and Rubber Company

R.A. Coyle, FMTC, AAIP
Physicist
Aeronautical Research Laboratories

N. Waldon, Honorary Member of AMA
Managing Director
Laser Electronics Pty Ltd

S.J. Rackham, MSc, FRMTC, MAIP,
TTTC, MACE
Head, Dept of Physics
Swinburne College of Technology

J. Venema, BSc, BA, DipEd, TTTC
Lecturer, Dept of Physics
Swinburne College of Technology

Production Engineering and Materials Technology Advisory Committee

R.H. Brown, BMechE(Melb) SM(MIT)
CEng, MIMechE, MIEAust
Professor of Mechanical Engineering
University of Western Australia

R. Crosling, DipProdE, Grad Dip Mgnt,
CEng, MIProdE
Manager
Australian Nut Co. Pty Ltd

A. Draycott, BSc, PhD
Consultant

E. Layton, FRMIT(Met), DipBusAdmin
Manager, Quality Control
Ford Motor Co.

R. McPherson, BMetE, MEngSci, AIM
Associate Professor
Department of Materials Engineering
Monash University

F.A. Roberts, DipProdE, CEng, MIProdE
Company Manager
Comcork Manufacturing Co Pty Ltd

G.E. Roberts, ARMIT, CertProdE, FIProdE
Manufacturing Manager
Cyclone K-M Windows Pty Ltd

L.E. Samuels, BMetE, DSc, FASM, FIM
Materials Research Laboratory

N.R. Stuckley, BSc, BE(Hons) (Syd),
FIEAust, MIMC
Australian Administrative Staff College

J.W.M. Watson, BCom(Melb),
FIPMA, AFAIM
Manager, Manpower Planning
General Motors-Holden Pty Ltd

R.S. Davie, BE(Mech), CEng, FIProdE,
FIEAust, MACE
Assistant Director
Swinburne College of Technology

F.W. Bevis, MSc, MBIM, CEng, MIMechE,
FIProdE, FIEAust
Dean, Faculty of Engineering
Swinburne College of Technology

J.K. Russell, MEngSc, BE(Ind), CEng,
FIEProdE, MIMechE, MIEAust
Head, Dept of Production Engineering
Swinburne College of Technology

P.D. Stewart, MSc, DipEd, AMAIME
Head, Dept of Materials Technology
Swinburne College of Technology

Acquisitions

The rate of acquisition of book, non-book library materials, and backfile periodicals was slightly less than in 1975 owing to the overall increase in the cost of all items and in spite of an injection of additional recurrent funds in the latter half of the year.

The total number of items added to the library during the year was 16,879 bringing the total holdings to approximately 125,000 volumes. A summary of our accessions for the year is given in the tables below:

Total number of volumes added to library (excluding bound periodicals)

Separate titles	7,717	
Duplicate titles	3,914	
Additional volumes in sets	684	
Pamphlets	<u>305</u>	12,620
Bound periodicals		2,054
Reels of microfilm		243
Microfiche		824

Non-book material

Audio-cassettes	199	
Audio-tapes	26	
Discs	119	
Films	167	
Filmstrips	30	
Kits	73	
Maps and charts	172	
Slides	12 sets	
Transparencies	15 sets	
Video-cassettes	<u>325</u>	1,138
		<u>Total</u> 16,879

Analysis of books accessioned

Non-fiction	10,568
Fiction	370
Deposit titles from Swinburne College Press	1
Tylee Memorial Collection	12
Donations	439
Pamphlets	305
Monographs via periodicals section	<u>925</u>
	12,620

Analysis of periodicals

Continuing subscriptions	2,555
Cancelled or ceased publications	(89)
New subscriptions	99
Continuing donations	906
Cancelled or ceased donations	(91)
New donations	<u>132</u>
	3,512

Cataloguing

The 5th edition of the book catalogue was produced at the end of the year, with a total of 199,918 entries representing 55,742 titles. This is an increase of 40,823 entries and 9,951 titles over the 4th edition. The book catalogue was again photocomposed from Swinburne magnetic tapes, its format and style remaining unchanged.

As prices quoted for the production of additional copies of catalogues in book form proved lower than expected, it was decided to issue book catalogues to the teaching departments in place of the Computer Output Microform (COM-fiche) cumulations used previously. Production of complete COM-fiche cumulations has been suspended for as long as this situation pertains, but COM-fiche format will be used for the production of regular supplements to the catalogue, both for the library and for teaching departments, from the beginning of 1977.

As in previous years, considerable interest in the Swinburne Library catalogue system was shown by visitors from within Australia and from overseas.

The establishment of a co-operative cataloguing system between VIC libraries has suffered some delays. However, at the end of 1976 we received a combined alphabetical list of RMIT and SCOT records, together with print-outs of these records converted to MARC format. It is now anticipated that the final report and documentation will be ready early in 1977.

The CAVAL (Co-operative Action in Victorian Academic Libraries) early in 1976, and the National Library's BIBDATA proposal in July 1976 have added new facets to the whole question of co-operative cataloguing. Both are planned on a much larger scale and their implementation is likely to take considerable time once they have been accepted. In view of this, it seems advisable to continue the VIC project since there is no reason why a VIC network could not join either CAVAL or BIBDATA, or both, as a group at a later stage if and when they become operative.

Yet another move towards co-operation was made in late 1976, when it was decided that a users group should be established comprising all libraries using the Swinburne cataloguing package, i.e., SCOT, New South Wales Institute of Technology, and University of New England. This package was originally made available to both the other institutions at no cost but with the proviso that modifications and additions would be made available to Swinburne on the same basis. An acquisitions module (not yet implemented at Swinburne) has been added by NSWIT, a circulation module is currently being developed by UNE, and a system has been developed jointly by NSWIT and UNE which permits conversion of MARC records to Swinburne format. The conversion system would appear to be of most immediate interest to us since it would enable us to acquire and use MARC records without first having to convert our whole system to a MARC-based operation.

Cataloguing statistics from January to December 1976

New Titles		
Monographs	5,730	
Periodicals	308	
Audio-Visual	445	
		6,483
Added Copies/Volumes		
Volumes of multi-volume works	548	
Duplicate copies of new titles	2,763	
Duplicate copies of titles already held	3,544	
Total added copies/volumes (not including Periodical volumes)		6,855
Total number of items catalogued		13,338

CONFERENCES AND SEMINARS

— held in Melbourne, unless location is shown in brackets

Appendix 5

Conference title	Organised by	Date	In attendance
An Introduction to Tertiary Teaching	Caulfield Institute of Technology	29-30 Jan	B.Donkin, D.Zakis (Library)
1976 Applied Mathematics Conference	Division of Mathematics and Statistics, CSIRO (Jindabyne, NSW)	1-4 Feb	S.R.Clarke (Mathematics)
Computing Concepts	Library Automated Systems Information Exchange (LASIE) (Sydney)	2-4 Feb	K.M.Villwock (Library)
ALBIS Meeting	Australian Library-Based Information Services (ALBIS) (Canberra)	11 Feb	A.G.Gregory (Library)
Fourth Australian Electrochemistry Conference	Flinders University, SA	16-20 Feb	T.H.Randle (Applied Chemistry)
HSC Economics Conference	Victorian Commercial Teachers Association	18-19 Feb	J.Gerstman (Business)
Extrusion (1976 Lecture Series)	Plastics Institute of Australia, Inc.	24 Feb - 4 May	B.R.Statham (Materials Technology)
Cooperative Education	Swinburne College of Technology	26 Feb	M.H.Hunter, H.Zimmerman (Business); W.N.Fricker, H.J.V.Maynard (Mechanical Engineering); J.V.Adams (Production Engineering); J.Hyne (Electrical Engineering); R.B.Sandie (Civil Engineering)
Structural Interventions in Organisational Development	J.P.Young & Associates	1-3 Mar	F.Marriott (Psychology)
The Jackson Report	The Institution of Chemical Engineers; The Australian Institute of Mining and Metallurgy; The Royal Australian Chemical Institute	4 Mar	F.Molyneux (Chemical Engineering)

Excursion to Alcoa Aluminium	National Packaging Association (Point Henry, Vic.)	17 Mar	D.Williams (Graphic Design)
Australia-Japan Symposium 1976	Japanese Embassy and Australia/Japan Business Co-operation Committee (Canberra)	18-19 Mar	F.Walsh (Social and Political Studies)
Dimensions of Estate Planning	Business Law Education Centre	18-20 Mar	H.Zimmerman (Administration and Law)
National Convention	The Australian Society of Accountants	22-24 Mar	M.H.Hunter (Business)
Annual Congress	Chartered Institute of Accountants (Albury, NSW)	2-4 Apr	I.McCormick (Accounting)
Simulation Workshop	Australian Society for Operations Research	12 Apr	P.J.Beardwood (Production Engineering); P.Herborn (Data Processing and Quantitative Methods)
Looking Ahead in Colour	Industrial Design Council of Australia	13 Apr	D.Bryans (Graphic Design)
Applying Digital Computers in Control	McPhersons Research and Development Limited	22 Apr	W.Wong (Production Engineering)
Hazards in the Process Industries	The Royal Australian Chemical Institute; The Institution of Chemical Engineers; The Society of Chemical Industry of Victoria; The Institution of Engineers, Australia	27 Apr	A.P.Gardner (Applied Chemistry)
Australian Conference on Nuclear Techniques	Australian Atomic Energy Commission; Australian Institute for Nuclear Science and Engineering; CSIRO	3-6 May	E.D.McKenzie (Physics)
Seminar Series – Production Engineering '76	Institution of Production Engineers; Swinburne College of Technology	6 May, 17 Jun, 5 Aug, 28 Sep, 28 Oct	H.Knol (Engineering Drawing)

Resource-Sharing Networks Seminar	University and College Libraries Section, Library Association of Australia; CSIRO; National Library (Hobart)	7-8 May	I.Douglas (Library)
Second National Conference	Higher Education Research and Development Society of Australia (HERDSA)	8-10 May	P.L.Jones (Mathematics) J.O'Connor (Chemistry); K.J.Anderson (Education Technology)
1976 Annual Conference: Engineering 1976-2001	The Institution of Engineers, Australia (Townsville)	8-15 May	R.S.Davie (Assistant Director); J.R.F.Alonso (Chemical Engineering)
47th ANZAAS Congress: Energy, Food and Population	Economic Society of Australia and New Zealand (Hobart)	10-14 May	J.B.Wielgosz (Economics); B.R.Phillips (Mathematics); T.Birrell (Social and Political Studies)
New Directions in Australian Education - A Critical Review	Australian College of Education	11-14 May	A.J.Sampson, R.H.Smith (Liberal Studies)
Annual Conference	Australian Physiological and Pharmacological Society	11-14 May	J.Packer (Chemistry)
Annual Conference	Australian Biochemical Society (Sydney)	11-14 May	M.Natarajan (Chemistry)
New Roles for the Chemist in Industry	Swinburne College of Technology; Royal Australian Chemical Institute	12 May	I.G.McWilliam (Chemistry)
New Horizons in Production Systems	Institute of Production Engineers, Australia (Southern Section); Productivity Promotion Council of Australia	12 May	J.V.Adams (Production Engineering)
Art Education in Australia	Australian Association for Tertiary Art and Design Education (Sydney)	12-16 May	I.McNeilage, B.Robinson (Art)

Training and Development	American Society for Training and Development (New Orleans, USA)	15-20 May	R.Ives (Administration and Law)
19th Australian Survey Congress	The Institute of Surveyors (Gold Coast)	15-21 May	J.T.Fowler (Civil Engineering)
SIMSIG '76 Simulation	Simulation Special Interest Group (SIMSIG)	17-19 May	I.G.McWilliam (Applied Chemistry); G.A.K.Hunt, G.P.Martin (Computer Studies); A.R.Moodie (Civil Engineering); L.Travis (Mechanical Engineering); R.Kavanagh (Mathematics); J.Hyne (Electrical Engineering)
18th Autumn Forum: Monetary Management Today	Economic Society of Australia and New Zealand	18 May	R.Crane, R.Nottle (Economics)
Machinability of Metals	National Committee on Manufacturing Engineering	20 May	R.S.Davie (Asst. Director) W.Thompson, J.K.Russell, B.Costello (Production Engineering)
Fifth Annual Meeting of Social Psychologists	Social Psychologists Association (Sydney)	21-23 May	R.Cook (Psychology)
Circuit Breakers	The Institution of Engineers, Australia (Electrical and Communication Engineering Branch, Victoria Branch)	25 May	N.Zorbas (Electrical Engineering)
Pakprint '76	National Packaging Association of Australia (Sydney)	1-3 Jun	P.Allen (Graphic Design)
Institute Statements of Auditing Standards	Institute of Chartered Accountants (Australia)	2 Jun	M.Haskin (Accounting)
Australian Standard 1668	Standards Association of Australia	9 Jun	G.Ross (Chemical Engineering); J.Perry (Mechanical Engineering)

Victorian Country Conference	Institution of Engineers, Australia, Victoria Division (Warrnambool)	12-14 Jun	R.S.Davie, Assistant Director
Fourth Computer Editing Workshop	The Film & Television School, Sydney	13-19 Jun	J.Bird, M.Brown (Film and Television)
84th Annual World Conference	The American Society for Engineering Education (Knoxville, USA)	14-17 Jun	F.W.Bevis (Engineering)
The Application of Minicomputers and Terminals for N.C. Programming, Engineering and Commercial Tasks	Institution of Production Engineers	21,23,28 Jun	W.Wong, B.Costello (Production Engineering)
Securities Industries and Stock Exchange Listing Requirements	Institute of Chartered Accountants	22 Jun	J.Andrews, J.R.W.Gerrand, D.Vinen (Accounting)
Family Planning and the Law	Family Planning Association	3-4 Jul	M.Caines (Medical Centre)
First Australian Conference on Plastics Education	Department of Materials and Science, New South Wales Institute of Technology (Sydney)	7-9 Jul	M.A.Kefford (Plumbing); G.A.Lisowski (Maths/Sci, STC); A.J.Stapley (Machines and Materials); B.Statham (Materials Technology)
Bibdata Conference	National Library (Canberra)	19 Jul	H.Williams (Computer Centre); K.Villwock (Library)
Small Computers for Business Productivity	The Productivity Promotion Council of Australia; The Australian Computer Society	3 Aug	R.H.Evans (Production Engineering); K.Behan (Data Processing and Quantitative Methods)
Inflation Accounting — Theory and Practice of Inflation Accounting for Non-Accountants	The Productivity Promotion Council of Australia; The Australian Society of Accountants	10 Aug	P.J.Beardwood (Production Engineering); F.Molyneux (Chemical Engineering)
14th Biennial Congress	The Royal Australian Planning Institute (Adelaide)	11-19 Aug	I.R.Palmer (Civil Engineering)

7th Biennial Conference	Australian and New Zealand Association of American Studies	16-19 Aug	A.Hakeem (Liberal Studies)
25th International Geological Congress	International Union of Geologists Societies; Geological Society of Australia (Sydney)	16-25 Aug	B.J.Hird (Civil Engineering)
Annual Conference	Federation of Staff Associations of CAEs	20-22 Aug	A.Sampson (Liberal Studies)
Sociology Conference: Poverty, Education and Sex Roles in These Areas	Australia/New Zealand Sociological Association	20-23 Aug	M.Caines (Medical Centre)
Conference	Sociological Association of Australia and New Zealand	20-23 Aug	T.Birrell, L.Hancock (Sociology)
Conference	Australian Psychological Association (Sydney)	20-26 Aug	F.Marriott (Psychology)
Annual Conference	Accounting Association of Australia and New Zealand (Perth)	22-25 Aug	D.G.Adams, M.H.Hunter (Business); B.MacDonald (Business Studies, STC)
16th Annual Conference on Physics and Engineering in Medicine and Biology; Second National Congress of Australian Institute of Physics	Physics Group, AIP/ Hospital Physicists Association; Australian Institute of Physics (Sydney)	23-27 Aug	S.J.Rackham (Physics)
Victorian Industrial Safety Convention	National Safety Council of Victoria	24-26 Aug	G.E.Mapstone (Chemical Engineering); C.Teniswood, K.May (Mechanical Engineering)
The Effective Use of Hydrocarbon Resources	Institution of Engineers, Australia (Adelaide)	25-26 Aug	G.Ross (Chemical Engineering)
CAE Computer Conference 1976: Computer Teaching of Statistics and Experimental Design	Colleges of Advanced Education	25-27 Aug	G.A.K.Hunt, G.P.Martin, I.M.Smith, G.V.Blackwood, R.Jackson (Computer Studies); J.R.F.Alonso (Chemical Engineering);

			R.Treloar, D.Wilde, K.Behan, D.Paranthoienne, P.Herborn, K.Lindeboom (Data Processing and Quantitative Methods)
The Future of Civil Engineering Education: Annual Conference of Heads of Civil Engineering Departments in CAEs	Heads of Civil Engineering Departments, Colleges of Advanced Education (Sydney)	26-27 Aug	K.J.McManus (Civil Engineering)
Fifth International Training and Development Conference: Coping with Change (Technological, Social, Educational)	Australian Institute of Training and Development; Institute of Personnel Management, Australia (Canberra)	26-31 Aug	R.M.Brown (Administration and Law)
Computer Algorithms for Dynamic Programming: DYNACODE	Monash University	27 Aug	S.R.Clarke (Mathematics); K.Bradshaw (Data Processing and Quantitative Methods); W.C.K.Wong (Production Engineering)
Education for Accident Control	National Safety Council of Victoria	27-28 Aug	G.E.Mapstone (Chemical Engineering)
Soviet Policies East of Suez	The Australian Institute of International Affairs (Sydney)	27-29 Aug	A.J.Sampson (Liberal Studies)
Prestressed Short Span Bridges and Prestressed Concrete Buildings	Federation Internationale de la Precontrainte; Concrete Institute of Australia (Sydney)	28 Aug – 3 Sep	F.Allen (Civil Engineering)
Decentralisation in Theory and Practice	Canberra Seminar on Administrative Studies (Canberra)	29-31 Aug	L.Zimmerman (Administration and Law)
Australian Computer Conference	Australian Computer Society (Perth)	31 Aug – 3 Sep	W.D.Wilde (Data Processing and Quantitative Methods)
Annual Conference of Heads of Mechanical Engineering at CAEs	Western Australian Institute of Technology (Perth)	2-3 Sep	W.N.Fricker (Mechanical Engineering)
Computers in Engineering	College of Electrical Engineers, The Institution of Engineers, Australia (Perth)	6-7 Sep	N.Zorbas (Electrical Engineering); W.N.Fricker (Mechanical Engineering); G.A.K.Hunt (Computer Studies)

Ultrasound in Medicine and Biology	Australian Society for Ultrasound in Medicine and Biology (Brisbane)	13 Sep	S.J.Rackham (Physics)
Microprocessors for Instrumentation and Automatic Control	Institute of Instrumentation and Control Australia	17 Sep	G.P.Martin (Computer Studies)
Progress in Acoustics	Australian Acoustical Society	18 Sep	J.W.Davis (Environmental Health)
Microfilming	Productivity Promotion Council of Australia; Microfilming Association of Australia Limited; Royal Institute of Public Administration	20 Sep	H.Knol (Engineering Drawing)
Fluid Mechanics and Aerosol Instrumentation	Kenelec Systems Pty Ltd	24 Sep	J.Perry (Mechanical Engineering)
1876 and all that . . .	Cataloguers Section, Library Association of Australia (Blue Mountains, NSW)	24-25 Sep	K.M.Villwock (Library)
Conference of VIC Economics Staff	Caulfield Institute of Technology; Swinburne College of Technology; Footscray Institute of Technology	1 Oct	R.Nottle, J.Chamberlain, R.Crane, J.Gerstman, B.Oakman, J.Wielgosz, G.Parrington (Economics)
Continuing Education in the Professions	Australian National University (Canberra)	6-8 Oct	L.M.Jenkins (Assistant Director); I.G.McWilliam (Chemistry); W.Thompson (Production Engineering)
Technical Seminar	Powder Metallurgy Industries Association	7-8 Oct	P.D.Stewart (Materials Technology)
Environment '76	South Pacific Total Concept Exhibitions Pty Ltd	11-13 Oct	G.E.Mapstone (Chemical Engineering)
Humanities, Sciences and Problem Solving	Office of Continuing Education and Faculty of Engineering, Melbourne University	11-14 Oct	K.J.McManus (Civil Engineering)

Meeting of Western Region Group of the Australian Institute of Health Surveyors	Australian Institute of Health Surveyors (Hamilton, Vic.)	17 Oct	J.W.Davis (Environmental Health)
8th International Conference on Water Pollution Research	International Association of Water Pollution Research (Sydney)	17-22 Oct	A.R.Moodie (Civil Engineering)
Aircraft Fatigue	Aeronautical Research Laboratories	19-20 Oct	P.D.Stewart (Materials Technology)
Control of Mosquito Vector of Murray Valley Encephalitis	Department of Health Victoria (Yarrowonga, Vic.)	19-21 Oct	J.W.Davis (Environmental Health)
Biological Monitoring	International Association for Water Pollution Research	25-26 Oct	S.J.Mills (Civil Engineering)
Industrial Democracy	Adult Education Association	25-29 Oct	G.Nichols (Social and Political Studies)
Engineering Education	National Committee on Engineering Education, The Institution of Engineers, Australia	26-28 Oct	R.S.Davie (Assistant Director); F.W.Bevis (Engineering); J.K.Russell (Production Engineering); G.N.Gaunt (Engineering Drawing); K.Anderson (Educational Technology); H.J.V.Maynard, W.G.Teague (Mechanical Engineering); K.J.McManus (Civil Engineering); F.Molyneux (Chemical Engineering); N.Zorbas, R.Dluzniak (Electrical Engineering)
Starting and Operating a Small Business	Prahran CAE, University of New England, Victorian Chamber of Manufactures	27 Oct	P.Haslock S.Rodeck (Accounting)
First International Design Forum	Industrial Design Institute of Australia	27-28 Oct	B.Martin (Graphic Design)
Discussion Meeting on the Continuing Education Unit	Monash University, Centre for Continuing Education	30 Oct	A.Bendeler (Library)

Instrumentation in Health Care	The Society for Medical and Biological Engineering (Victoria); The Australian Federation for Medical and Biological Engineering	30 Oct	S.J.Rackham, R.Silberstein (Physics)
Regional Colloquium on the Nature and Scope of Measurement Science	External Studies Department, University of New England (Sydney)	5-9 Nov	P.Alabaster (Physics)
Eighth Radiation Chemistry Conference	Australian Institute of Nuclear Science (Lucas Heights, NSW)	8-10 Nov	E.H.Bode (Applied Science)
Timber Engineering	Division of Building Research, CSIRO, in association with Timber Promotion Council; South Western Group, Institution of Engineers, Australia; Warrnambool Institute of Technology (Warrnambool)	8-10 Nov	B.Hutchings (Civil Engineering)
Production Technology Course	Metal Trades Industry Association	8-12 Nov	H.Knol (Engineering Drawing)
Colloquium on Micro-processor Systems	Institution of Engineers, Australia	15-16 Nov	J.Lambert (Electrical Engineering)
VIC Chemistry Staff Conference	Victoria Institute of Colleges (Cowes, Vic.)	15-16 Nov	E.H.Bode (Applied Science); M.Redwood, E.F.Carter, P.Havlicek, J.O'Connor, (Applied Chemistry)
Annual Conference	Japanese Language Teachers Association of South Australia (Adelaide)	23 Nov	N.Fukushima (Languages)
Metal Structures Conference – Codes, Regulations and the Practising Engineer	The National Committee on Metal Structures, The Institution of Engineers, Australia	25-26 Nov	B.Coulthard (Civil Engineering)
Sixth Form Chemistry 1978	Chemistry Standing Committee, VUSEB, and Working Group, STAV	25-26 Nov	M.E.Redwood (Applied Chemistry)

Seminars	Centre for Energetic Studies (California, USA)	4-10 Dec	M.Howe (Psychology)
Finite Element Methods in Engineering	Civil Engineering Department, University of Adelaide	6-8 Dec	K.J.McManus (Civil Engineering)
Interpersonal and Mass Communication	New South Wales Institute of Technology	8-10 Dec	J.Baxter, J.Scott, T.Barr (Humanities)
Modern Mathematics in Optimisation	Caulfield Institute of Technology	9 Dec	E.P.Hausler, P.Robb (Mathematics)
Engineering Materials Teachers Conference 1976	Bendigo Institute of Technology	9-10 Dec	B.Statham, A.Sonnenberg (Materials Technology)
Annual Electrical Engineering Education Conference	Electrical and Electronic Engineering Courses Committee, Vic	13-15 Dec	N.Zorbas, R.Owen, G.Ross, J.Kumm, J.Lambert, R.Dluzniak, J.Hyne, D.Abeyasakere (Electrical Engineering)
Conference of Mathematics Lecturers	Mathematics Department, Bendigo Institute of Technology (Bendigo)	13-15 Dec	J.Gray, H.Yeo, N.Garnham (Mathematics)
Current Issues for Economics Teachers	Department of Economics and Related Studies, University of York (York, United Kingdom)	13-17 Dec	J.Gerstman (Economics)

Tertiary

	<i>Applied Science</i>	<i>Art</i>	<i>Arts</i>	<i>Business</i>	<i>Eng.</i>	Total
<i>Full-time</i>						
Degree	54	14	51	165	250	534
Diploma	141	167	279	417	540	1,544
Postgraduate	—	23	—	—	5	28
	<u>195</u>	<u>204</u>	<u>330</u>	<u>582</u>	<u>795</u>	<u>2,106</u>
<i>Part-time</i>						
Degree	24	3	121	151	81	380
Diploma	138	1	548	581	405	1,673
Postgraduate	1	—	—	261	278	540
	<u>163</u>	<u>4</u>	<u>669</u>	<u>993</u>	<u>764</u>	<u>2,593</u>

Non-tertiary

Preliminary year, full-time	402
Preliminary year, part-time	77

Trade Courses

Building	199
Electrical Machines	207
Fitting and Machining	203
Plumbing and Gasfitting	166
	<u>775</u>

Trade Technicians

Building	127
Electrical	161
Plumbing	179
Mechanical } Production }	231
	<u>698</u>

Higher Technician

Full-time	128
Part-time	927
	<u>1,055</u>

Special purpose – vocational	65
-------------------------------------	----

Total College of Technology courses

Full-time	2,106
Part-time	2,593
	<hr/>
	4,699

Total Preliminary Year

Full-time	402
Part-time	77
	<hr/>
	479

Technical College courses

Full-time	137
Part-time	2,456
	<hr/>
	2,593

Total All Courses

7,771