

Higher Degree Policy and Programs
in
Monash Immunology and Stem Cell Laboratories (MISCL) 2006

- The Department is currently responsible for administering more than 35 higher degree students and a total of almost 60 research students . Administration is coordinated through:

MISCL Higher Degree Coordinator:

Professor Graham Jenkin – Reporting directly to Executive of Department and HOD

MISCL Honours and BMS Project Coordinator:

Dr Sharon Ricardo – Reporting to Higher Degree Coordinator and Executive

MISCL Higher Degree Committee:

Dr Lloyd Pereira (Alternate to Dr Eduard Stanley)

Dr Sharon Ricardo

Anne Fletcher – Student Representative reporting to MISCL Executive (**Jarrod Dudakov** – Alternate)

Beverley Higgins - Personal Assistant

- **Responsibilities at the level of the Department:**
 - The Department provides financial assistance to H1 and H2A students that do not receive an APA, MGS or other scholarship, through its Research Groups.
 - The Department offers travel and conference awards in addition to those offered by Faculty and School through its Research Groups.
 - The Department provides financial support and encourages attendance at Commercialisation Retreat Program, ASMR training programs, ASMR Medical Research Week Dinner and worthy training courses on an as need basis.
 - The Department hosts an induction day, facilitates ethics and occupational health training programs and hosts a “welcome” function for all new staff and students
 - The Department provides sufficient deskpace for HDR students
 - The Department provides communal computers, internet access and printing facilities in the Higher degree rooms and in undergraduate (Honours) rooms that the HDR students can access.
 - The Department upgrades computers and pays for IT assistance required by the HDR students as negotiated by the HDR Student Committee
 - Departmental Executive has representation from the student Committee.
 - Departmental Safety Committee includes a student representative

- HDR students are included in Departmental Retreat and Planning meetings.
 - The Department arranges a weekly specialist seminar program to expose the students to a culture of scientific exchange
 - The Departmental holds a monthly social gathering
- **The HDR Coordinator is responsible for the pastoral care of all students:**
 - Implementation of all HDR Committee policies
 - Distribution of scholarship application packages, ranking of applicants for APA/MGS scholarships and provides advice on Departmental scholarships.
 - Alerting all students to scholarship and funding opportunities including travel grants, writing up awards, post submissions awards and fellowships etc.
 - The Coordinator encourage student attendance at Commercialisation Retreat Program, Careers Sessions, ASMR training programs, ASMR Medical Research Week Dinner and worthy training courses.
 - The Coordinator together with the Student Committee will design a specific induction document for students in MISCL.
 - Confirmation of candidature, upgrade of candidature, alterations to supervisory status, intermission, completion of candidature, submission of thesis and examination
 - Monitoring progress of each student, mentoring and providing advice on facilities, supervisory, candidature and submission concerns etc as well as careers advice. Directing students to candidature guidelines and distributing relevant forms.
 - Monitoring of supervisors and co-supervisors, providing advice on all candidature-related questions and distributing relevant forms.
 - Intervention if progress of student deemed to be unsatisfactory or of concern to student or supervisors.
 - Setting up and administering individual Advisory Committees for any students in need of additional supervision or whose progress is not satisfactory.
 - Organising seminars by HDR students including compulsory confirmation seminars and final seminars prior to submission of thesis.
 - Encouraging attendance at Departmental and “Occasional Special Seminars” specifically for students.

- Supporting and mentoring in Young Achievers, Entrepreneur Program for HDR students.
 - Liaison with the Faculty HDR Coordinator and Manager Research Degrees and University Research Graduate School
 - Encouragement and assistance in training of supervisors and potential supervisors of HDR students.
 - Liaison between HOD and HDR Student Committee regarding desk space, computers and other facilities required by or of concern to HDR students.
- **The MISCL students have an active ‘Student Committee’**
 This committee represents the entire student body associated with the Department, reports to the Higher Degree Coordinator, and thus to the Executive, and organises many activities and functions with the support of the Department and Coordinator. The committee is composed of an HDR student from each Research Group in MISCL as well as an Honours and Undergraduate Research subject representative.

MISCL Student Committee:

Ricardo Group:	Elizabeth Verghese
Boyd Group :	Jarrod Dudakov
Elefanty Group :	Sue Mei Lim
Respiratory Group :	Joanna Lim
Germ Cell Group :	Laura Tubino
Bernard Group :	Charmaine Tan
Jenkin Group:	Toni Goldwasser

Other Representatives:

Masters:	Deshira Saiti
Honours:	Jonathan Niclis
Spokesperson:	Raphael Weidenfeld

- **Activities of the Student Committee include:-**
 - Look after the day to day running of student rooms, in particular participating in arrangement of designated desk space for each student in student rooms.
 - Responsible for maintaining a good working environment in the student rooms which is conducive to high quality post-graduate research, at the same time, promoting exchanges of ideas between students.
 - Responsible for communicating the IT needs of all students to the Department IT Coordinator; this includes requesting all software and hardware in the student rooms.
 - Coordination of weekly student seminar program.
- MISCL Coordinator: **Jarrod Dudakov**

- Student representatives on the departmental Executive Committee, Safety Committees and Faculty IT Committee, Social Committee.
 - Departmental Executive: **Anne Fletcher**, alternate **Jarrold Dudakov**
 - Departmental Safety Committee: appointment pending
 - Faculty IT Committee: **Sammy Sakal/ Jarrold Dudakov**
 - Social Committee: **Jordan Kane**

- Provides a service to the department by offering a selection of food items available for purchase, the profits of sales go directly to funding the departmental tea room facilities.

BSc Honours 2006 Students

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| 1. Rutu Acharaya | Supervisor Orly Lacham Kaplan |
| 2. Mitchell Arico | Supervisors Alan Trounson, Ben Van Vranken |
| 3. Tamara Lowen | Supervisors Richard Boyd, Ann Chidgey |
| 4. Rebecca Neaves | Supervisor Claude Bernard |
| 5. Jonathan Niclis | Supervisor David Cram |
| 6. John Soccio | Supervisor Claude Bernard |
| 7. Payal Sushila Singh | Supervisor Tayfur Tecirloglu, Alan Trounson |

BMS Honours Students 2006

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|-------------------------|---|
| 1. Toni Goldwasser | Supervisors Alan Trounson, Yuben Moodley |
| 2. Mirabelle Ho | Supervisors Richard Boyd, Alan Trounson |
| 3. Christina Jones | Supervisors Sharon Ricardo |
| 4. Jordan Kane | Supervisor Richard Boyd |
| 5. Amanda Bruce | Supervisors Alan Trounson, Antonietta Giudice |
| 6. Sumudu Rajapakse | Supervisor Gayles Jones, David Cram |
| 7. Thilini Samarasinghe | Supervisor Orly Lacham Kaplan |

BMS3021 Mini Project Students 2006

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|----------------------|---------------------------|
| 1. Jonathen Lee | Supervisor Richard Boyd |
| 2. Pei Wen Chan | Supervisor Yuben Moodley |
| 3. Jonathan Teoh | Supervisor Gayles Jones |
| 4. Zakeya Al-Rasebi | Supervisor Claude Bernard |
| 5. Ran Gu | Supervisor Claude Bernard |
| 6. Le Lydia Hui | Supervisor Yuben Moodley |
| 7. Zekui Perlyn Kewk | Supervisor Ed Stanley |
| 8. Nicole Messina | Supervisor Sharon Ricardo |
| 9. Vivien Ong | Supervisor Sharon Ricardo |

MIS3990 Mini Project Students 2006

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| 1. Courtney McDonald | Supervisors Graham Jenkin and Suzie Miller |
| 2. Quing Cissy Yu | Supervisors Graham Jenkin and Suzie Miller |

Higher Degree Students 2006

1. Maliha Alikan	Supervisor Sharon Ricardo
2. Adele Barnard	Supervisor Richard Boyd
3. Anita Cochrane	Supervisor Sharon Ricardo
4. Richard Davis	Supervisors Ed Stanley/Andrew Elefanty
5. Jarrod Dudakov	Supervisor Richard Boyd
6. Anne Fletcher	Supervisor Richard Boyd
7. Adam Goulburn	Supervisor Alan Trounson/Antionietta Giudice
8. Ashley Emerson-Webber	Supervisor Claude Bernard
9. Kellie Hardy	Supervisors David Cram/Alan Trounson
10. Steve Jackson	Supervisor Ed Stanley/Andrew Elefanty
11. Kalyani Krishmoorthy	Supervisor Orly Lacham-Kaplan
12. Lynda Kerins (in Switzerland)	Supervisor Richard Boyd
13. George Ming-Hsun Lee	Supervisor Sharon Ricardo
14. Haddassa Lewis	Supervisor Alan Trounson/Yuben Moodley
15. Jinhau Li	Supervisor Sharon Ricardo
16. Joanna Lim	Supervisors Alan Trounson/Richard Boyd/Antionietta Giudice
17. Sue Mei Lim	Supervisor Ed Stanley
18. Hsin Mei Low	Supervisors Graham Jenkin/Suzie Miller/Alan Trounson
19. Ming-Hsun Lee	Supervisor Sharon Ricardo
20. Morag Milton	Supervisor Richard Boyd
21. Phillipa Milton	Supervisor Yuben Moodley/Alan Trounson
22. Myriam Masseboeuf	Supervisor Orly Lacham Kaplan
23. Ezgi Ozturk	Supervisor Claude Bernard
24. Anna Mossman	Supervisor Andrew Elefanty
25. Jessica Reiseger	Supervisor Richard Boyd
26. Deshira Saita	Supervisor Orly Lacham-Kaplan
27. Sammy Sakkal	Supervisor Richard Boyd
28. Natalie Seach	Supervisor Richard Boyd
29. Charmaine Tan	Supervisor Claude Bernard/Alan Trounson
30. Laura Tubino	Supervisor Orly Lacham Kaplan
31. George Thouas	Supervisors Graham Jenkin/Alan Trounson
32. Tim Williams	Supervisor Richard Boyd
33. Elizabeth Verghese	Supervisor Sharon Ricardo/James Deane
34. Katerina Vlahos	Supervisor Richard Boyd