School Administration and Services

Administration

Ms Judith Huppatz, School Resources Manager, retired in March 2003 after many years of distinguished service at the University and was succeeded by Mr Rana Ganguly. Mr Ganguly assumed charge as School Manager from June 2003 with a slightly different charter of responsibilities that focused more on strategic management and allowed greater autonomy to functions such as School Human Resources, Finance and Accounts and Facilities and Services. Miss Abby Chin left the School in August 2003; Ms Maree Kearns, Finance Manager, resigned in December 2003 and was replaced by Mr Andrew James. Ms Gayle Samuel was promoted to School Human Resources Manager. The unprecedented success in attracting external funds and over 200 projects that currently run in parallel significantly increased the workload in all administrative areas. Ms Wendy Butler and Ms Deborah Richdale rejoined the School in 2003 to augment the School’s capacity to process and support external grants.

School Services

Staff of the School Services, consisting of the Electronics, Electrical, Joinery, Mechanical Workshop and the School Computer Unit (SCU), have provided another outstanding year of dedicated support.

Some of the highlights are: Electronics and SCU were winners of the Clare Burton Award; SCU and Electronics were successful in separate bids from the Major Equipment Grant; Ben Danaher was successful in obtaining funding from the General Staff Endowment Fund for a 12 month exchange program with Oxford University; providing a place through Employees Making A Difference for a skilled technician returning to the work force; providing space for RSAA staff after the disastrous bush fires and Gareth Crook and Stephen Holgate reached the finals of the ACT Apprentice of the year.

George McEwan took a well earned long service leave. The School was able to second from Facilities and Services one of their electricians, David Squires to cover major electrical tasks and to assist with the move into the new Weigold Building.

Staff

School Resources Manager
Judith Huppatz, BA Liverpool, GradDipProfAcctg Canberra, CPA (until May)
Rana Ganguly  BEngg(Mech), MBA, FAIM  (from June)

School Facilities and Services Manager
Kevin Lonsdale, AssocDipMechEng DDIAE, B Tech USQ, PGCertCnflctMgt Macq

Human Resources Manager
Gayle Samuel

Finance Manager
Maree Kearns, BCom UNSW, DipEd UNE

Personal Assistant to the Director
Laura Walmsley

Public Relations Officer
Tim Wetherell, BSc PhD St Andrews

Project Officer
Martina Landsmann

Human Resources Officer
Julia Peric

Human Resources and Students Officer
Gillian Harman

Receptionist
Susie Radovanovic

Assistant Finance Manager
Marianna Ng

Purchasing & Stores Manager
Mark Harris
Accounts Payable Clerk
Hanna Spanring

Travel Officer
Debbie Richdale (June-November)

Accounts/Travel Officer
Linda Datson (from November)

SPF Manager
Wendy Butler

SPF Officer
Ben Materne (from November)

Senior Stores Clerk
Ken Staples

Stock Ordering Clerk
Lyndell Paseka

Stores Assistant
Richard Adamow

Purchasing & Stores Assistant
Goran Radovanovic (part-time)

Electronics Unit
Tony Cullen (Head)
Engineers
Michael Blacksell
David Kelly
Technical Staff
David Anderson
Dennis Gibson
Huan Van Tran
Wasantha Ramasundara
Trainee Technical Officers
David Ellem
Steven Huynh

Mechanical Workshop
Ron Cruikshank
Technical Staff
Anthony Barling
Gareth Crook
Ben Danaher
Peter East
Stephen Holgate
Owen Kershaw
Tom McGuinness
Miro Peric
Andrew Sullivan
Apprentices
J. Pierre-Robbie
Elliott Scott

School Computer Unit
Shiu Tin, BSc Hong Kong, PhD
Julie Dalco, BA
Janes Irwin, BIT UC
Deane Larkman, BSc, Grad Dip Comp UC, MIT UC

School Services
Steve Brooks
Bruce Johnson
Anthony Mackey
George McEwan

School Librarian
Annette Styles