

National Bursary Award

Policy and Procedure Guideline

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Contents

1.0 Introduction	3
2.0 Requirements	3
3.0 Nature and Value of Awards	4
4.0 Invitation to Enter	4
5.0 Judging	4
6.0 Notification to Entrants	5
7.0 Report to Council	6
8.0 Preparation of Award Items.....	6
9.0 Presentation of Award	6
10.0 Liaison with Conference Organising Committee	6
Attachment 1 – Notice Inviting Submissions.....	7
Attachment 2 – Judging Worksheet	8
Attachment 3 – Sample Presentation Script	9
Attachment 4 – Past Entries and Winners	10
Attachment 5 – Timetable	11
Attachment 6 – Liaison with Conference Organising Committee ..	13

1.0 Introduction

The National Engineering Bursary falls within the Recognition programs under Objective 2 of the Institute's Strategic Plan "*Profiling and Positioning*". One of the agreed actions in this plan is to award a National Engineering Bursary on a biennial basis. Some of the Institute's State Branches also award Bursaries.

The Concrete Institute of Australia National Engineering Bursaries are made to final year post graduate students studying engineering, chemistry, materials science, building science and other relevant subjects which contribute to the research knowledge base in Australia. The granting of an award is based on the student's thesis.

The Bursaries are presented at the Institute's Biennial Conferences.

2.0 Requirements

For the awards in any Biennial Conference year, eligible theses are those completed in the two years following the previous Biennial Conference (eg. for an award at the 2019 Biennial Conference, theses must be completed in 2017 & 2018). The award will be made for excellence in thesis work on concrete and cement-based products and processes. Eligible topics could be related to cement, cementitious materials, concrete, concrete admixtures, reinforcement, related design and construction procedures and the like. To be eligible, the student must have been resident in Australia during the completion of the thesis, studying at an Australian academic institution with the research having been principally conducted in Australia.

The rules of submission are:

- Nomination of any thesis to be made by the Head of Department of the tertiary institution concerned. The Head of Department may nominate as many entries as he/she sees fit provided only one thesis for each chosen topic is nominated. There is no entry charge.
- Submissions are to be forwarded to the Chief Executive Officer, Concrete Institute of Australia, by 30 April in the year of the Biennial Conference.
- Each submission is to be accompanied by a letter from the student's Head of Department or Supervisor certifying that it is the student's work, and that the thesis has met the requirements of institution.
- The format is to be a recognised thesis format, size A4 and bound. One copy only need be submitted and the Institute shall retain this for library use. An electronic copy is also required for publishing on the Institute's web site for member access.
- Entrants are required to agree to present a summary paper of their thesis to the following Biennial Conference if they are the winner of the Bursary.

3.0 Nature and Value of Award

The award (as at 2019) consists of the following package:

- a cash prize of \$2,500
- registration, accommodation and fares to attend the Biennial Conference

This package has a value of approximately \$5,000. The Recognition subcommittee of Council may recommend changes to this package and its value over time.

4.0 Invitation to Enter

Once a Biennial Conference is completed, it is time to commence the National Bursary process for the next Biennial Conference.

A notice (see attachment A) is to be prepared. The notice is to be distributed as follows:

- placement on the Institute's web site
- mailed to the relevant Heads of Department of each, relevant tertiary institution
- mailed to the principal representative of each of the Academic Members of the Institute.
- notice in *Concrete in Australia*
- inclusion in relevant Institute E-Newsletters

The closing date for submissions is 30 April in the year of the Biennial Conference.

The Heads of Department and principal representatives of Academic Members should be sent reminders at regular intervals (see 'Timetable' at attachment E).

A web based registration facility is to be provided for Heads of Departments to register their intention to submit entries.

5.0 Judging

The assessors are to be suitably qualified persons selected by the Recognition convenor. One of the judges is to act as chair of the judging panel. The Executive of National Council should be advised of the selection of the judges.

It is expected that three judges would be a suitable number, but not less than three. It would also be expected that at least one of the judges would be from the academic community. The selection of judges may be influenced by the topics of the submissions.

The judges are to be selected by early February in order that the judging process can be completed by June. This is to provide sufficient time for the Conference Organising Committee to include the winning entrant's paper in the Conference Technical program.

The judges are to be sent the theses (generally they will prefer the bound copies). The manner of distribution of the theses to the judges is to be decided with the chair (whether they receive all theses in turn, or on rotation will depend on the number of theses submitted and individual preferences of the judges).

The judges are to assess each submission and the chair is to report their conclusions to the convenor of the Recognition subcommittee by 31 May.

The judges are to assess the submissions on the following criteria:

- value to the industry and the professions
- value to the community
- thoroughness of investigation
- clarity of the exposition and presentation
- other criteria which they may decide

An assessment worksheet is to be provided to the judges. (Attachment B)

Judges are to be advised that the theses presented have already been reviewed by the relevant academic institution and marked for assessment for the granting of a degree. Our judges are not required to 'mark' the thesis, but are to review it in terms of the criteria in Attachment B for the granting of a bursary award.

6.0 Notification to entrants

Once a submission is received, the person making the submission is to be advised of its receipt and of the judging timetable.

Once the judges have made their decision on the granting of an award, and the Recognition convenor is satisfied with the outcome, all entrants and the Heads of departments who made the submission are to be advised of the outcome.

The person to whom the award has been granted is to be advised, and arrangements are to be made for:

- presentation of a summary paper at the Conference
- publishing their summary paper in the issue of *Concrete in Australia* following the conference
- presentation of the award at the conference (normally at the conference dinner)
- travel and accommodation for the conference

7.0 Report to Council

The convenor of the Recognition sub committee will present the list of entries and the selection of the judging committee to the July Council meeting, and the judges' decisions on the award recipient to the July Council meeting (in the conference year) for its information.

8.0 Preparation of Award items

The award items are to be prepared for presentation at the conference. They consist of:

- a framed certificate of recognition
- cheque for \$2,500

9.0 Presentation of Award

The award is presented at the conference by the outgoing National President. Historically, the award has been presented at the conference dinner. The recipient is usually invited to make a short acknowledgement or response.

Because of the many activities at the conference dinner, it is essential that this award presentation be scripted to meet the time requirements of the dinner activities.

10.0 Liaison with Conference Organising Committee

The Recognition convenor is to maintain an appropriate liaison with the Conference Organising committee, so that it is aware of the Bursary judging timetable, and to enable it to provide for the Bursary winner's summary paper to be included in the Conference technical program. It is also to be advised that the bursary winner will receive a full conference registration to the Institute's cost. A sample notice to the committee is at attachment F.

Once the Conference organising Committee has been established, it is to be advised of the dates for closing of entries and finalisation of judging.

Immediately following the entry closing date, the Conference Organising committee is to be advised of the entries (title and name of entrant).

Immediately following the judging, the Conference Organising committee is to be advised of the winner and the thesis title. The committee is to be asked for dates by which the summary paper is required and by which the presentation scripting is required.

Attachment A – Notice inviting submissions

Example - 2019 National Engineering Bursary

The Concrete Institute of Australia National Engineering Bursaries are biennial awards made to final year post graduate students studying engineering, chemistry, materials science, building science and other relevant subjects which contribute to the research knowledge base of concrete in Australia.

For the 2019 awards, eligible theses are those completed in 2017 and 2018, the years prior to the Biennial Conference of the Concrete Institute.

The award will be made for excellence in thesis work on concrete and cement based products and processes. Eligible topics could be related to cement, cementitious materials, concrete, concrete admixtures, reinforcement, related design and construction procedures, contributions to improvements in sustainability, and the like.

To be eligible, the student must have been resident in Australia during the completion of the thesis, studying at an Australian academic institution with the research having been principally conducted in Australia.

The overall value of the award for 2019 is approximately \$5,000 and consists of a cash prize of \$2,500, and registration, accommodation and fares to attend the 2019 Biennial Conference in Sydney.

The winning entry will be announced at the Institute's 2019 Biennial Conference, and the author will be asked to present a summary paper on his/her thesis at the Conference.

The assessors will be suitably qualified persons nominated by the Concrete Institute. They will be guided, but not wholly bound, by the following parameters – value to industry and the professions, value to the community, thoroughness of the investigation, clarity of the exposition, and presentation.

The rules of submission are:

- Nomination of theses to be made by the Head of Department of the tertiary institution concerned. The Head of Department may nominate as many entries as he/she sees fit, provided only one thesis for each chosen topic is nominated. There is no entry charge.
- Submissions are to be forwarded to the Chief Executive Officer, Concrete Institute of Australia, Level 4, 53 Walker Street, North Sydney, 2060 by 30 April 2019. Each submission is to be accompanied by a letter from the student's Head of Department certifying that it is the student's work, and that the thesis has met the institution's academic requirements.
- The format is to be a recognised thesis format, A4 size and bound. Only one bound copy is to be submitted and the Concrete Institute shall retain this for library use. One electronic copy is also required.

Information regarding the National Engineering Bursary and the Biennial Conference can be found at : www.concreteinstitute.com.au. This site also contains an on line registration form which we encourage entrants to use.

Attachment B – Judging Worksheet

[use Excel spreadsheet]

Criterion	Max Points	Judge 1	Judge 2	Judge 3	Total
Value to industry	15				
Value to professions	15				
Value to community	5				
Thoroughness of investigation	20				
Clarity of the exposition	20				
Presentation	15				
Other	10				
Total	100				

Judges may prefer to use a ranking system for each criterion, rather than a points system. Examples are –

- outstanding, very high, average, below average, not of sufficient standard
- 5, 4, 3, 2, 1 – with 5 being highest and 1 being lowest assessment
- your own subjective comments

Whatever system is used, it is to be an aid to deciding the relative merit of each entry in order to decide a winner.

Attachment C – Past Winners

Year	Thesis title	Author & institution
2003	Non-Linear overload behaviour and ductility of reinforced concrete flexural members containing 500 MPa grade reinforcing steel	Ms Rebecca Gravina, University of Adelaide
2005	Particularities of the structural behaviour of reinforced high strength concrete slabs	Dr Radu Bliuc
2007	Effects of systematic increase in pozzolanic materials on the mechanical, durability and microstructural characteristics of concrete	Dr Mohammed Sharfuddin Ahmed
2009	Experimental and Numerical Studies for Evaluating Dynamic Behaviour of Prestressed Concrete Sleepers Subject to Severe Impact Loading	Dr Sak Kaewunruen, University of Wollongong
2011	Nonlinear Dynamic Analysis of Reinforced Concrete Frames Under Extreme Loadings	Hamid Valiapour, UNSW
2013	Not Awarded	
2015	Experimental and Numerical Study of Time Dependant Behaviour of Reinforced Self-Compacting Concrete Slabs	Dr Farhad Aslani, UNSW
2017	Post Cracking Behaviour of Steel Fibre Reinforced Concrete: From Material to Structure	Dr Ali Amin, UNSW
2019	TBD	

Attachment E – Timetable

Year	Month	Action	Responsibility
Year 1 Conference	September (?)	Conference ends	-
	November	Prepare Bursary notice – <ul style="list-style-type: none"> • put onto web site • mail out to Heads of Departments and to Principal Representatives of Academic members • <i>Concrete in Australia</i> • E-Newsletters 	Recognition convenor Staff member
Year 2	by February	Advise Conference chair of need to allow for Bursary paper and award in the Conference program	Recognition convenor
	April	Reminder to Heads of Department & Academic principal representatives Include link to on line registration facility	Staff member
	September	Reminder to Heads of Department & Academic principal representatives Include link to on line registration facility	Staff member
Year 3 – conference year	January	Final requests to Heads of Department & Academic principal representatives for any entries not yet received	Staff member
	31 January	Entries close	
	1 February	Compile list of entrants and their theses	Staff member
	by 15 February	Select and invite judges	Recognition convenor
	15 February	Send theses and judging worksheet to judges	Recognition convenor & staff member

	March	Advice to Council re judges & entries	Recognition convenor
	15 April	Judges send recommendations to convenor	Chair of judging panel
	late April	Advise entrants of outcome Request Summary paper for presentation at conference and publishing in <i>Concrete in Australia</i> after the Conference Advise Conference Organising Committee for inclusion of paper in the Conference program	Recognition convenor & staff member
	July	Advise award winner to Council	Recognition convenor
		Make arrangements with winner re conference and book selection Purchase books/give cheque Prepare certificate	Staff member
		Script presentation Send to Conference chair for inclusion in Awards dinner scripting	Recognition convenor with Conference committee
	September	Draw winners cheque	Staff member
		Present award at conference	President
	October	Paper to <i>Concrete in Australia</i>	Staff member
	November	Return to top of this table	

