

NEW GRADUATE STUDENT ORIENTATION

Sept 7th 1:00pm- 3:00pm

Please make sure your name on zoom shows us which program you are in,
according to the following template: (First Name, Last Name, Program)

List of programs: PHD, MASC,

NAME (Naval MEng),

MECA (Mechatronics MEng),

MECH (Mechanical Engineering MEng)

Please note that this session is being recorded for those who are unable to attend



AGENDA

1:00pm – 1:20pm

- Dr. Dana Grecov, Graduate Advisor (10 mins)
- Dr. Carl Ollivier-Gooch, EDI Coordinator (10 mins)

1:20pm – 1:35pm

- Josy Austin & Athena Leong, Student Services (5 mins)
- Sarah Parker, Librarian, Mechanical Engineering (5 mins)
- MEGA President (5 mins)

1:35pm – 1:50pm

- Jennifer Pelletier, Manager, Facilities & Technical Administration - Safety & Facilities information (15 mins)

1:50pm – 2:00pm

- Questions
- Closing and transition to program-specific orientation

2:00pm – 3:00pm

- Program specific-orientation



Dana Grecov

Professor and Graduate Advisor

Welcome!

- What the Graduate Advisor does and does not do
- What we expect of grad students
 - professional integrity and academic integrity



PROFESSIONAL INTEGRITY

1. Attendance

- Class attendance
- Events & Team Work

2. Time Management

- Tardiness to class and meetings
- Submission of assignments on time

3. Respect & Behavior

- In and outside of class
- With faculty, staff and students
- With each other



ACADEMIC INTEGRITY

EXAMPLES, BUT NOT LIMITED TO

1. Cheating

- Copying another student's work
- Allowing another student to copy your work
- Working on individual assignment together
- Using devices or materials not permitted in an exam

2. Plagiarism

- Submitting work of another person as his or her own
- Failing to cite correctly

3. Impersonation

- Signing in for another student



Welcome to Mech

Dr. Carl Ollivier-Gooch

Professor & Associate Head for
Equity, Diversity, Inclusion & Engagement



THE UNIVERSITY OF BRITISH COLUMBIA

Mechanical Engineering



Our Shared Values

- Professionalism and integrity
- Scholarship and teaching excellence
- Commitment to students
- Partnerships and collegiality
- Initiative, innovation, and willingness to change
- Community, the environment, and sustainability

We hold these values as an integral frame of reference to inform our decisions and actions at every level and in every situation.



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Mechanical Engineering

This is what our values
mean to me...



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Mechanical Engineering

Professionalism and Integrity

A word cloud centered on the slide, featuring various terms related to professionalism and integrity. The words are arranged in a roughly circular shape, with 'honesty' being the largest and most central. Other prominent words include 'responsibility', 'serve', 'ideals', 'morals', 'values', 'conduct', 'public safety', 'knowledge', 'high standards', 'principles', 'public service', 'ethics', 'wisdom', 'commitment', 'public trust', 'shared values', and 'service'. The words are in various shades of blue and white, with some overlapping.

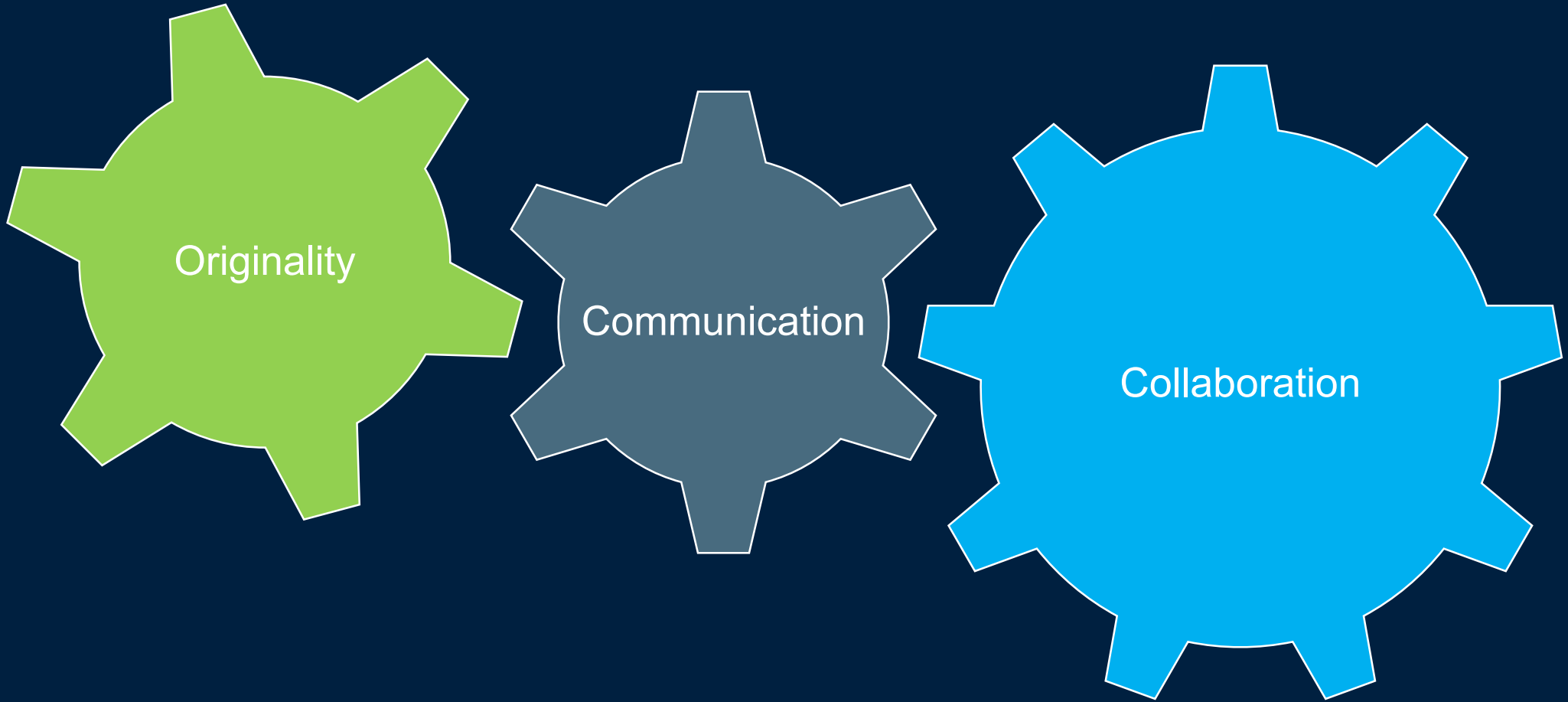
morals
serve
ideals
values
conduct
responsibility
public safety
knowledge
honesty
shared values
service
public trust
commitment
high standards
principles
wisdom
public service
ethics



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Mechanical Engineering

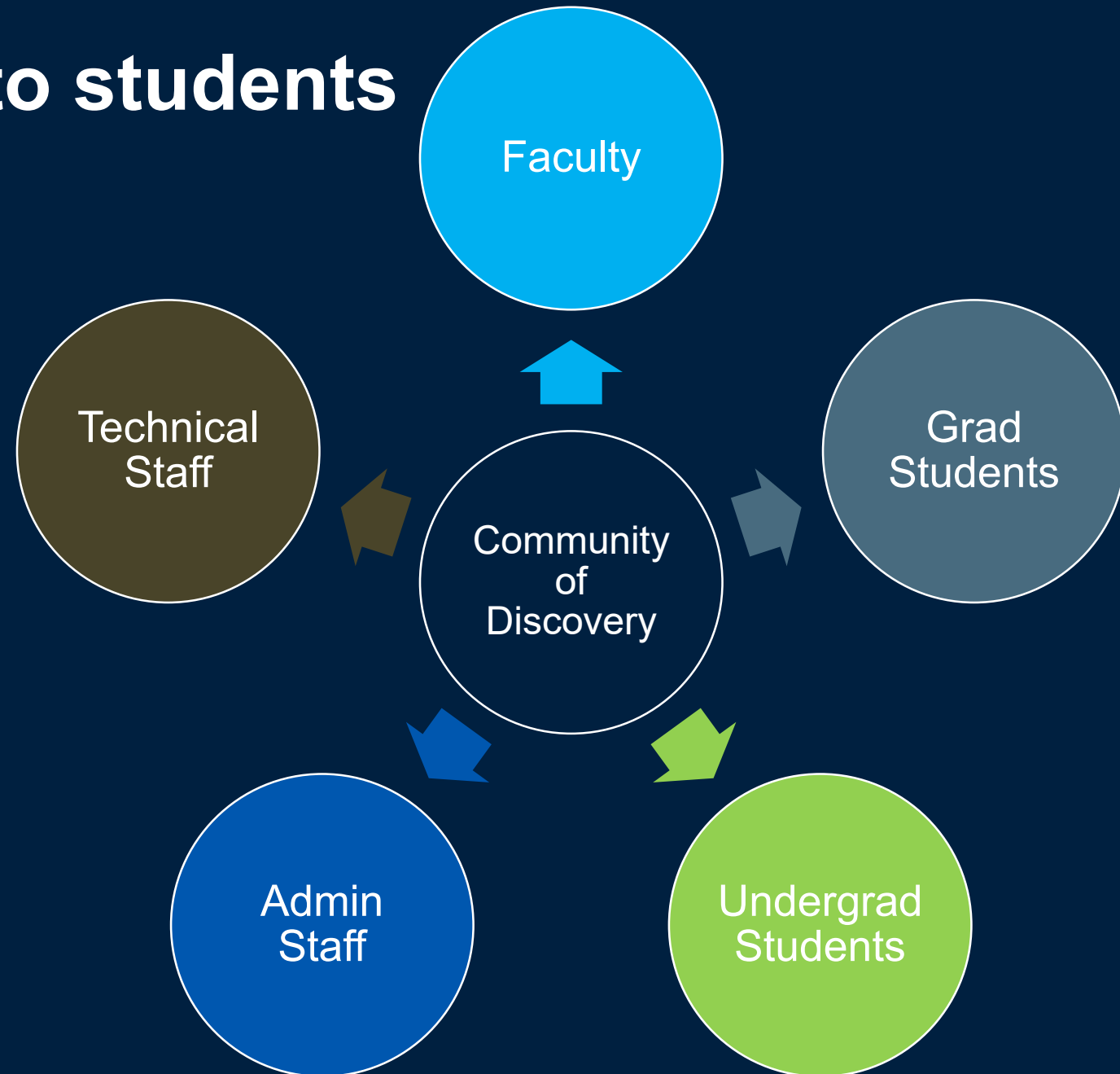
Scholarship and teaching excellence



THE UNIVERSITY OF BRITISH COLUMBIA

Mechanical Engineering

Commitment to students



Partnerships and collegiality

respect

collaboration

cooperation

teamwork



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Mechanical Engineering

Initiative, innovation, and willingness to change

Go outside your
comfort zone

Be open to new ideas,
people & experiences

Be willing to grow,
adapt & change



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Mechanical Engineering

Community, the environment, & sustainability

The Platinum Rule:

Treat others as
they want to be treated



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Mechanical Engineering

UBC Respectful Environment

The University of British Columbia envisions a climate in which students, faculty and staff are provided with the **best possible conditions** for learning, researching and working, including an environment that is dedicated to **excellence, equity and mutual respect**. The University of British Columbia strives to realize this vision by establishing employment and educational practices that respect the **dignity of individuals** and make it possible for everyone to live, work, and study in a **positive and supportive environment**, free from harmful behaviours such as bullying and harassment.



THE UNIVERSITY OF BRITISH COLUMBIA

Mechanical Engineering

Engage

- Live the values
- EDII Graduate Advisory launching this fall
- Open {door, email, minds}
 - Faculty: Agnes d'Entremont, Amanda Giang, Graham Hendra, Kendal Bushe
 - Staff: Jen Pelletier, Heather Gerrits, Ed Pitt-Brooke
 - Me



MECHANICAL ENGINEERING STUDENT SERVICES

Josy Austin, Program Coordinator (MAsC/PhD)
Athena Leong, Admissions & MEng Coordinator

MECH Student Services Office:

CEME 2205 - Monday to Friday, 8am – 4pm

604-822-6584

Office open for drop-ins – quick questions only

For longer appointments, book via APSC PD portal
at <https://pdportal.apsc.ubc.ca/home.htm>, or email us.
Include full name and student number in email inquiries.

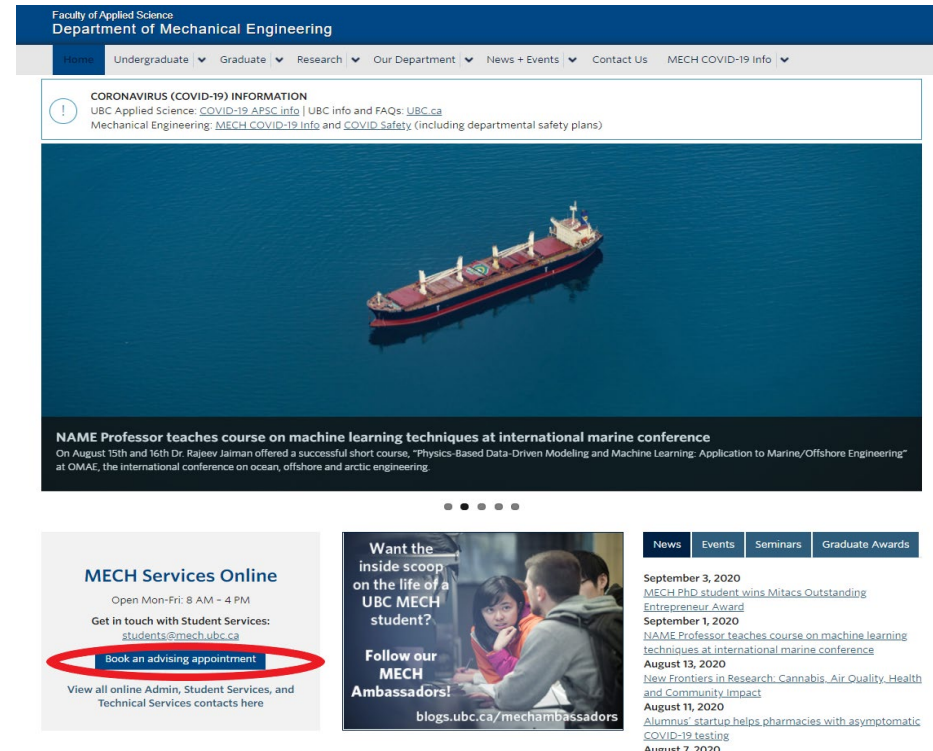
Contact:

Registration or general inquiries – students@mech.ubc.ca

Admissions, awards & scholarship inquiries – admissions@mech.ubc.ca

Tuition & Fees – UBC Enrollment Services (604-822-9836 or submit an online form on their website)

International Student Advising (e.g. study permit, immigration policies) - isa@students.ubc.ca



Sarah Parker Librarian

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Library

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Find The Best Media For Your Research

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Find Articles, eBooks, Theses & more in Summon

keywords

Planning Your Research

- ▶ Getting Started on Your Research
- ▶ See More...

Evaluating & Citing Sources

- ▶ Evaluating Information Sources
- ▶ How to Cite
- ▶ See More...

Finding Resources

- ▶ Research Guides
- ▶ See More...

Publishing Research

- ▶ Getting Started with cIRcle
- ▶ Building Your Academic Profile
- ▶ See More...

Use The Library Get Research Help Quick Links

www.library.ubc.ca

Getting Started

[Key Resources](#)[Related Guides](#)[Research Skills for Engineering Students](#)

Articles

Books

Theses

Standards

Patents

Citing Sources

Research Data Management

Key Resources

If you have a **specific article** you're searching for, Summon is a good place to start. [Summon](#) lets you simultaneously search the Library's book collection and many full text journal articles.

If you're searching for **articles on a topic**, you'll probably want to search a database which is more focused on engineering than Summon. Here are some starting points for finding engineering journal articles or conference proceedings. Look for the **UBC eLink** icons to check for full text articles.

Can't find an article? Contact [your librarian](#); you might need to use our [Interlibrary Loan](#) service to get the article from another library (usually quickly and in PDF format).

- [Compendex Engineering Village](#)

Premier engineering database, covering the core literature of the engineering field, including related specialties and technologies.

- [Web of Science Core Collection](#)

Multidisciplinary database of journal articles and conference proceedings, used for citation analysis of research. Includes access to EndNote Basic, a web-based version of EndNote.

- [Google Scholar](#) 

From off-campus, use this link to Google Scholar to activate UBC eLinks to full text.

Related Guides

- [Biomedical Engineering](#)
- [Clean Energy Research](#)
- [Naval Architecture and Marine Engineering](#)
- [MECH 410H Research Communication](#)

Research Skills for Engineering Students

- [Research Skills For Engineering Students](#)

This tutorial consists of 2-5 minute video modules. It covers: 1) brainstorming concepts & keywords; 2) differentiating between & evaluating information; 3) Google & Google Scholar; 4) Summon; 5) finding technical & scholarly information using academic databases; 6) what standards & patents are & how to find them; 7) when & how to cite your sources.

Librarian



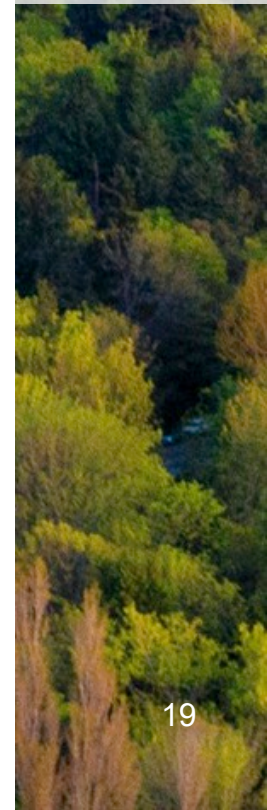
[Sarah Parker](#)

[Email Me](#)

Contact:

sarah.parker@ubc.ca

Woodward Library



Email:
sarah.parker@ubc.ca

Welcome to MEGA!

September 7, 2021



mechanical
engineering
graduate
association

What is MEGA?

- ◎ MEGA is an organization started and run by students for students. Our aim is to help in creating a tight-knit community for the Mechanical Engineering Graduate students and to facilitate peer support when needed.
- ◎ MEGA is also the organization which communicates with the university Graduate Student Society (GSS) about mechanical engineering student's perspective.

A decorative network diagram in the top-left corner, featuring a complex web of interconnected nodes and lines, with some nodes highlighted in blue and others in grey.

What do we do?

Or what we used to do before COVID-19 pandemic

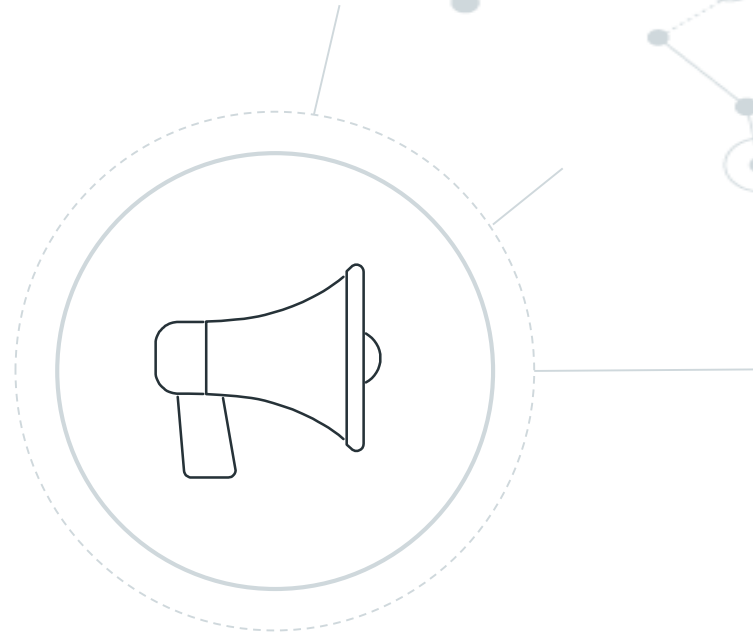
Academic & social events,
Peer advising,
and more...

Summer Events

- Summer BBQ
- Kayaking
- Mojito socials



Coming soon



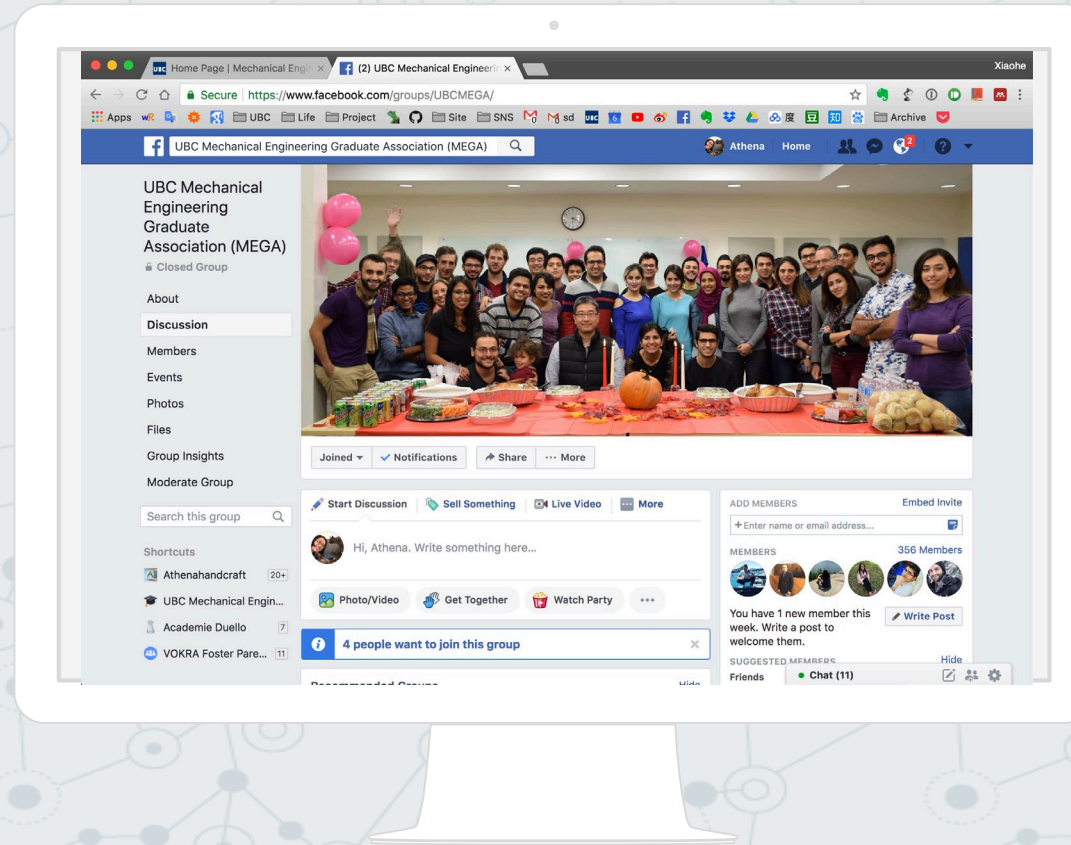
- MEGA Academic speaker series
- Coffee & Donut Socials (Hoping to start it again this year)
- Peer Advising



How to join?

Join the Facebook group,
Subscribe to our mailing list,
and mingle!

New Executive team will be voted
for soon! Stay tuned



Facebook Group

<https://www.facebook.com/groups/UBCMEGA/>

*Please include your program & research group info.

Join our mailing list

Email communication.mega.ubc@gmail.com

With your name, program and research group info.

Or

Register at

<http://mega.mech.ubc.ca/contact/mailling-list/>



Thank you!

~ from the MEGA Executives ~

- Omid Hajieghrary(President)
- Ali Pourzahedi(VP Internal Affairs)
- Ammarah Kaderdina(VP Finances)
- Rivkah Gardner-Frolick(VP Communications)
- Mahdi Izadi(VP Academic)
- Atakan Zeybek(VP Social)
- Mohammad Reza Karimi(GSS Representative)



Looking forward to hearing from all of you!

SAFETY RIGHTS AND RESPONSIBILITIES



WHO IS A WORKER?

- Anyone who receives a non-academic benefit from UBC for doing work
- TAs when doing TA work
- RAs when not in classes or serving as a TA
- Includes when walking to the washroom or a meeting, etc.
- Unsure? Err on the side of reporting



4 BASIC RIGHTS

1. The right to know
2. The right to participate
3. The right to refuse unsafe work
4. The right to no retribution / consequences



RIGHT TO PARTICIPATE

- Worker Representation – APSC level: JOHSC

Joint Occupational Health & Safety Committee

safety.2278@apsc.ubc.ca

- On the Ground: Mech Local Safety Team

safety.grad@mech.ubc.ca



4 BASIC RESPONSIBILITIES

1. The responsibility to be informed
2. The responsibility to comply
3. The responsibility to maintain a safe workplace
4. The responsibility to report all accidents, incidents, and near-misses





a place of mind

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RISK MANAGEMENT SERVICES

UBC Centralized Accident / Incident Reporting System (CAIRS)

Instructions

- If this is a serious/life-threatening injury, major structural failure, major hazardous release, fire or explosion with the potential for serious/life-threatening injury, or otherwise required immediately reportable incident, you must contact Risk Management Services.
- The questions below will determine the questions that show up on the Incident/Accident form.
- You may need employment and salary information to complete the form, make sure you can obtain this information from your department's administrator.
- If you close the form you will lose what you entered.
- Your CAIRS Session may timeout after 60 minutes. It is recommended to gather information first, and save your progress prior to expiration time. You may return to your report via the CWL Login below or emailed link if submitted.
- Please do not login into CAIRS in a different browser tab or window while you are filling in the Incident/Accident form. It may cause an error upon submission of the form.
- Given the nature of information collected and stored in CAIRS, it is strongly recommended that before requesting access to CAIRS, that you complete the [Privacy & Information Security Fundamentals](#) training to better understand the measures needed to protect personal information and to comply with UBC privacy and security requirements.
- UBC collects information about you under the authority of sub-section 26(c) of the Freedom of Information and Protection of Privacy Act and as legally required by the Workers Compensation Act; this information is collected for the sole purpose of complying with WorkSafeBC and investigating your incident/accident report. Questions about the collection and use of this information can be directed to Risk Management Services.
- All information collected remains confidential and will only be disclosed on a 'need to know' basis or as otherwise authorized by law.

Resources To Assist With Your Investigations

- [UBC Incident Site Investigation Guide \(download PDF\)](#) - Bring to the incident site for guidance on conducting and recording your incident investigation for CAIRS reporting.
- [UBC Lifting Incidents- Background Information \(download PDF\)](#) - Use this tool for lifting injuries, and attach it to your CAIRS report.

Person Injured /
Affected Type:

- ☐ Staff ☐ Faculty ☐ Paid Student ☐ Practicum/Clinical Placement Student ☐ Other Student ☐ Visitor/Volunteer/Visiting Student ☐ Contractor

User Filling in Form
(You):

- ☐ Supervisor ☐ Person Injured/Affected (WorksafeBC 6A form) ☐ Witness/Person Reported To (Other Students, Visitors, Contractors only)

Employee Campus
Affiliation:

- ☐ Vancouver ☐ Okanagan ☐ Other UBC Location

Severity:

- ☐ Incident Only (near-miss, minor injury, or property damage) ☐ Medical Treatment (visit doctor, no days off) ☐ Time Loss (days off work, excluding incident day)

Type of Claim:

- ☐ No injury ☐ An injury ☐ An occupational disease ☐ A repetitive/gradual onset injury

Continue To Report

SUPERVISOR'S RESPONSIBILITIES

- Ensure the health and safety of all workers under their supervision
- Communicate known and possible hazards
- Ensure you know how to use controls to minimize risk
- Report and investigate incidents
- Designate an alternate supervisor if not at university for an extended period of time
- Due diligence: take all reasonable care to protect workers from harm
 - Information
 - Training
 - Instruction
 - Supervision



EMERGENCY PROCEDURES



SECURITY ISSUES

1. Major emergency (crime in progress, threat to people or property)
9-1-1
(9-9-1-1 on a UBC phone)
2. Security concern (people who don't belong, noticing an unsecured door or window with no workers, general concern)
604-822-2222
(2-2222 on a UBC phone)
3. Email supervisor + safety@mech.ubc.ca as soon as possible



INJURIES / FIRST AID

1. Emergency (loss of life or limb, possible broken bones or spinal injury, lots of bleeding, etc.)
9-1-1
(9-9-1-1 from a UBC phone)
2. UBC First Aid
Always call (even if you call 9-1-1)
604-822-4444
(2-4444 from a UBC phone)
3. Email supervisor + safety@mech.ubc.ca as soon as possible



First aid kits available in CEME and RH hallways to bridge time between injury and UBC First Aid arriving, but you must call First Aid – Worksafe BC.



safety.mech.ubc.ca

technicalservices.mech.ubc.ca