

Meeting 1/16

13 April 2016

For general publication

Present: Dr Joanne Blanchfield (in the Chair), Dr Denise Adams (minutes), Mr Joshua Chai, Miss Zoe Cornwell, Mr Liam De Villiers, Miss Talia Enright, Ms Tammie Fair, Mr Peter Giang, Miss Alicia Kirk, Miss Shazura Lawrence, Ms Audrey Tsouza, Dr Simon Worrall, Ms Luoping (Abbi) Zhang.

ACTION

Apologies: Nil

Welcome: New members were welcomed to the advisory group and continuing members were welcomed back.

Minutes: Minutes of the meeting held 13 October 2015, having been circulated, were taken as read and were confirmed.

1. Terms of Reference:

Members were referred to the terms of reference and mode of operation of the group and its membership for 2016, as set out in the agenda papers (and viewable on the School's website).

Joanne Blanchfield asked members if they had been contacted by any students and questioned if the members' details published on the web was an effective way to inform the cohort about the Coursework Student Advisory Group.

2. Election of Chairperson and Provision of Secretarial Support:

It had been foreshadowed in the agenda papers, circulated ahead of the meeting, that the advisory group's chairperson be elected from the student members. Following a call for nominations in the meeting, Talia Enright nominated herself to be the chairperson. All members seconded this nomination so Talia was elected unopposed.

Members noted that Denise Adams would provide secretarial support to the committee.

3. Business Arising out of the minutes:

3.1 Molecular Image Design Contest

Members discussed the Molecular Image Design Contest that had been running since 2013. It had been run jointly by the CSAG (Coursework Students Advisory Group) and the Molecular Biotechnology Students Association. No eligible entries were received in 2015.

Students enrolled in CHEM2050/2054/3004/3016, BIOC2000/3000/6007/7004 and postgraduate coursework students enrolled in Biotechnology, Bioinformatics and Molecular Biology programs had been invited to enter the competition in 2015. Zoe Cornwell suggested that any student enrolled in a SCMB course or in a BSc should be invited to enter. Members agreed that this may attract too many entries and that it should be limited to undergraduate and postgraduate coursework students enrolled through SCMB.

Zoe suggested that students may not have enough time with study pressures to spend on a competition. Simon Worrall noted that it would take a few hours of work and suggested that a statement to this effect on the entry form would be useful

Shazura Lawrence suggested that the word count increase to 150 words. Members were happy with this suggestion.

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3. Business Arising out of the minutes: (continued)

3.1 Molecular Image Design Contest (continued)

Members discussed the option of students entering the competition in groups. Members agreed that entries would be accepted from an individual or from a pair of students.

Talia Enright noted that not everyone would want to receive a Gold Class voucher. Shazura recommended that a pre-paid credit card would be a great prize. Simon Worrall suggested that a voucher of your choice would be a good idea. Members agreed that this was a good idea as the winner could spend the prize money of up to \$50 however they wanted.

Members noted that Melinda Ashcroft from the Molecular Biotechnology Students Club (UQ-MBioSC) would be invited to support the competition again this year.

Members agreed that the entries could be promoted in the same manner as last year (posters displayed on the podium, a slide display on the podium screen, a web story on the SCMB home page). Lecturers would be asked again to advertise the competition.

Denise

3.2 Student Facebook Pages

At the August 2015 meeting, members agreed that course or study group pages were of more value than generic group pages. Notwithstanding, it was suggested that the existing groups, UQCHEMY, UQ-MBioSC and BISsocUQ, be promoted to students when the minutes of Meeting 4-15 were published. In these minutes students were asked if anyone was interested in taking over administration of pages such as UQCHEMY (where the administrator is graduating). No responses had been received.

Zoe Cornwell reported that most students find the course specific Facebook pages the most useful. Zoe also noted that many Facebook pages are available for second year courses, but there are not many available for third year subjects. Zoe asked if course coordinators could be encouraged to start Facebook pages. Jo Blanchfield reported, that academic policy is that lecturers use Blackboard and are not required to use Facebook and students did not necessarily like academic oversight of the Facebook pages.

Zoe told members that Susan Rowland who coordinated BIOC2000 had an excellent Facebook model for her course. Susan asked students to set up and look after the group but also occasionally monitored the group. Talia Enright noted that if lecturers promoted Facebook pages, that they could monitor the activity.

Joshua Chai reported that he thought Piazza was a useful forum for discussion. Piazza was being trialed in first year chemistry and would be reviewed by the lecturers at the end of the semester. Simon Worrall noted that discussion boards in Blackboard were fairly clunky. Blackboard updates occur regularly and members hoped that updates would improve the discussion board feature.

Jo Blanchfield undertook to ask the Teaching and Learning Committee if Facebook pages for courses could be created and monitored by students, with some academic oversight.

Jo

3.3 Tutor Student Networks

During the August 2015 meeting, Alex Booy and Talia Enright asked if funding would be available for tutorial assistance for 2nd and 3rd year students. Susan Rowland reported at the time, that some PASS would be moved online which could mean that drop-in sessions could become available in the future.

Dr Effie Kartsonaki was running first year chemistry PASS in 2016 in three formats including *Blackboard* PASS (Blackboard community site), *F2F* PASS (face to face, a one hour study session mentored by 2nd and 3rd year students) and *i-PASS* (online interactive support sessions).

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3. Business Arising out of the minutes: (continued)

3.3 Tutor Student Networks (continued)

Shazura Lawrence reported that she loved the worksheets that were available on the Blackboard online PASS. Liam De Villiers found the CHEM1200 videos used during the summer offering of the course very helpful.

Jo Blanchfield reported that the program is being monitored closely this year and that extra funding cannot be committed from the budget until the new program has been evaluated.

Jo

3.4 CHEM3016 Laboratory Manual

Alex Booy reported in August 2015 that students were experiencing difficulties with the CHEM3016 laboratory manual.

Talia Enright noted that she was enrolled to complete CHEM3016 in semester 2, and undertook to report back to the group her and her colleagues' experiences with the manual.

Talia

Jo Blanchfield noted that a review of the 2nd and 3rd year chemistry offerings would take place in second semester. Jo called for interested parties, including students, to contribute.

Jo

4. Other Business:

4.1 School Newsletter

Joshua Chai noted that he would like to start a school newsletter that contained information about events and coursework. Talia Enright suggested that it could contain information about societies that students could join, like RACI (Royal Australian Chemical Institute). Talia had not heard about RACI until recently and noted that it was inexpensive for students to join and provided valuable information and activities that students could become engaged in. Simon Worrall noted that student membership within the ASBMB (Australian Society for Biochemistry and Molecular Biology) was available. Shazura Lawrence noted that she was interested in helping with the newsletter.

Joshua
and
Shazura

Jo Blanchfield asked the members to suggest a proposal that could be discussed at the next meeting.

4.2 SCMB Hoodies

Liam De Villiers wondered if the hoodies with the new design created by Talia Enright were available for purchase. Tammie Fair undertook to find out whether RSAG (Research Student Advisory Group) had made more hoodies available for sale.

Tammie

4.3 Communicating with cohort

Members discussed methods to raise the profile of the coursework student advisory group. Talia Enright and Liam De Villiers announced that they stand up in front of the class to let students know that they are representatives. Joshua Chai thought that an announcement on coursework Facebook pages would be useful. Simon Worrall suggested that representatives could send their photos and details to Course Coordinators to increase their profile.

Members

5. Next meeting:

The next meeting would be scheduled for week 10 or 11, 2016.

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