

Meeting 3/16

11 August 2016

For general publication

**Present:** Miss Talia Enright (in the Chair), Dr Denise Adams (minutes), Assoc Prof Joanne Blanchfield, Mr Joshua Chai, Mr Liam De Villiers, Ms Suchita Gera, Mr Peter Giang, Miss Alicia Kirk, Miss Shazura Lawrence, Dr Simon Worrall.

**Apologies:** Mr Sri Ram Arunachalam, Miss Zoe Cornwell and Ms Tammie Fair.

**Absent:** Nil.

**Minutes:** Minutes of the meeting held 20 May 2016, having been circulated, were taken as read and were confirmed.

**ACTION**

**3. Business Arising out of the minutes:**

**3.1 Molecular Image Design Contest**

Members discussed the Molecular Image Design Contest. Talia Enright modified the posters that will be used to launch the competition. The image and title was changed and the instructions were clarified. Members agreed that the submission date should be Friday 7 October. The poster and submission form will be sent to the Course Coordinators for distribution to undergraduate students and to the postgraduate course work students enrolled in the Biotechnology, Molecular Biology and Bio-informatics programs. Posters will be displayed in the lifts, in the Podium and tearooms of the Chemistry and Molecular Biosciences buildings.

**ACTION  
Denise &  
Jo**

**3.2 Student Facebook Pages**

At the April 2016 meeting, Zoe Cornwell asked if Course Coordinators could be encouraged to create Facebook (FB) pages that would be monitored by students.

Jo Blanchfield received approval from the Teaching and Learning Committee to proceed with this initiative. Jo prepared a PowerPoint slide that was sent to Course Coordinators and lecturers which invited students to create course FB pages within the UQ groups.

**ACTION  
Jo**

**3.3 SCMB Newsletter**

At the April meeting, Joshua Chai had noted that he would like to start a School newsletter that contained information about events and coursework. Joshua reported that he would prepare the newsletter during the semester ready for a late semester launch.

**ACTION  
Joshua  
Shazura  
Talia**

**3.4 CHEM1100 and CHEM1200 Labs and Lectures**

Liam De Villiers reported in the meeting held 20 May that he and his fellow students experienced difficulties in completing the CHEM1100 practicals.

Dr Andrew Allsebrook and Dr Philip Sharpe ran a focus group at the end of semester 1 as part of their teaching and learning grant, "Students as Partners in Chemistry Laboratory Learning". The focus group reflected that the labs were well prepared. Some changes that will be made include the addition of a new experiment in CHEM1100 using atomic absorption spectroscopy to help the alignment of the laboratory classes and lectures. A question had been added to the PASS (Peer Assisted Study Sessions) question sheets to help students prepare for the prelab quiz that needed to be completed before attending the lab. Alicia Kirk, who is a PASS leader, reported that students found this initiative helpful for students to prepare for the prelab quiz. In addition, students have been encouraged to seek assistance with their laboratory preparation by either calling into the lab, PASS classes or to Podium sessions if they are experiencing difficulties; this was not widely advertised previously. Liam undertook to ask students later in the semester how the lab component of CHEM1100 has been received.

**ACTION  
Liam**

Jo Blanchfield reported that students who had completed CHEM1200 during the 2015 summer semester had enjoyed the intensive laboratory attendance. Students completed the lab component of CHEM1200 over five mornings or five afternoons in one week. Jo asked members if they thought that this would be useful for students completing CHEM1100/1200 to complete the practical component during the mid-semester break. This delivery mode could improve the student experience as it offers

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flexibility and choice for students. This is in line with the Faculty of Science's student experience goals. Priority could be given to students who have a family or who work full time. Alternatively, students could complete pracs fortnightly during the first half of the semester and complete remaining experiments during the mid-semester break. The rules governing this would have to be carefully considered as for example, a procedure would have to be outlined if a student was unwell for the entire mid-semester break. Finally, the labs during the semester would have lower numbers if some students completed pracs in the mid-semester break. Lab staff would like to lower the student to tutor ratio slightly if funding permitted this. Shazura Lawrence agreed that she would like to complete labs in an intensive mode.

**ACTION  
Jo**

Talia Enright asked if there were still plans to video the lab classes. Dr Andrew Allsebrook would like to prepare lab videos over summer for release next year. Andrew had also reported that Lab Skills (software used in first year that contains videos and "how to" lab guides) would hopefully be updated next year. Lab Skills now has many new videos and guides as well a new module that allows on-line marking of lab reports. Andrew is reviewing the software and is considering applying for a Faculty of Science Teaching grant to help fund the purchase of the new version of Lab Skills.

**ACTION  
Andrew  
Allsebrook**

#### 4. Other Business:

##### 4.1 Concept Maps used in Courses

Liam De Villiers noted that one of the lecturers had produced a fantastic concept map about transition metals. Liam found it useful to see where ideas connected but Talia Enright noted that overcrowded concept maps were not useful. Jo Blanchfield undertook to report this to the lecturers and coordinators within the School.

**ACTION  
Jo**

##### 4.2 CHEM3010: Advanced Inorganic Chemistry

Talia Enright reported that she had been approached by some concerned inorganic chemistry major 3<sup>rd</sup> year students who were worried about entering Honours next year as they missed important inorganic chemistry content from CHEM3010 in semester one, 2016 due to Professor Paul Bernhardt's accident. Jo Blanchfield reported that she was aware of this problem and undertook to find out if the lecture material had been recorded the previous year.

**ACTION  
Jo**

[Subsequent to the meeting, Paul Bernhardt reported that the lectures had not been recorded and that material that had not been presented in 2016 would not be essential for any Honours material that he would present in 2017.]

##### 4.3 CHEM2056 Tutorial overcrowded venue

Joshua Chai reported that CHEM2056 tutorials had been extremely overcrowded. Tutorials had been offered at 8am and 9am, and the majority of students had opted for the later time, meaning that approximately 90 students attended the 9am tutorial. The student to tutor ratio had been as high as four or five tutors to assist 90 students. Summative assessment had been held fortnightly in the overcrowded room. Jo Blanchfield undertook to discuss this with the Course Coordinator, Lisbeth Grondahl.

**ACTION  
Jo**

##### 4.4 Postgraduate Coursework Biotechnology Program Report

Suchita Gera reported that she had sent a survey via Facebook to the postgraduate coursework biotechnology students but had not received any responses. Jo Blanchfield suggested that Suchita could undertake to introduce herself to the postgraduate coursework biotechnology students five minutes before lectures commenced.

Suchita reported that site visits to three companies were undertaken over two days. Suchita noted that unfortunately the visits clashed with the biotechnology student's assignment due dates. Jo undertook to mention this to Ross Barnard.

**ACTION  
Jo**

##### 4.5 CHEM3016 Laboratory Manual

Talia Enright reported that the CHEM3016 laboratory manual was extremely clear and students appreciated the changes that had been made to the procedures.

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#### 4.6 Level 2 and 3 Review Chemistry course offerings

Jo Blanchfield reported that a review of the 2<sup>nd</sup> and 3<sup>rd</sup> year chemistry courses would be undertaken by Lisbeth Grondahl and Jo Blanchfield. A retreat would be held during a teaching free week of semester 2 and all chemistry academics (including those from AIBN, IMB, QAFFI *etc.*) would be invited to the retreat. Jo will undertake to survey the chemistry honours students once ethics approval has been granted. Jo would like to ask students what they think of 2<sup>nd</sup> and 3<sup>rd</sup> year chemistry course, and noted the following specific questions:

**ACTION**  
**Jo**

- Is the transition from year one to year two a big leap, due to level one chemistry courses catering to service teaching to the different programs that require level on chemistry?
- Does 2<sup>nd</sup> year chemistry prepare students for the 3<sup>rd</sup> year courses adequately and is the transition from 2<sup>nd</sup> to 3<sup>rd</sup> year coherent?
- Are the different topics covered adequately? Is there too much or not enough material on some topics?
- Is there enough time spent completing practical work? Some academics believe that a chemistry majors graduate should spend a year in the lab and not just one semester which is the current practice.

Jo noted that over the years the courses had suffered from too much evolution and not enough design. Students were encouraged to send their feedback to Jo or Lisbeth. Talia Enright, Joshua Chai and Shazura Lawrence suggested that a post could be made on the UQ courses space on Facebook inviting students to share their feedback.

**ACTION**  
**Talia**  
**Joshua**  
**Shazura**

#### 4.7 Turnitin Troubles

Suchita Gera reported that she had submitted an assignment via Turnitin, but had not received a submission receipt email. Suchita will check her clutter folder but will email Denise Adams regarding logging a job with ITS if the problem was not resolved.

**ACTION**  
**Suchita**

#### 4.8 Employment Opportunities

Members were keen for information regarding jobs and careers to be made available to students. Talia Enright suggested that the SCMB newsletter proposed by Joshua Chai could have links to the UQ jobs and Career Hub and placements in UQ. This information could be added to a “graduating soon” section of the proposed newsletter.

**ACTION**  
**Joshua**

Jo Blanchfield suggested that a careers event on the Podium could be scheduled and Jo undertook to talk to Ross Barnard about organising such an event.

**ACTION**  
**Jo**

Talia reported that she was currently completing the course that Susan Rowland was developing which is a course involving work integrated learning and that she was finding this useful.

#### 5. Next meeting:

The next meeting was scheduled for week 10, semester 2, 2016.

\* \* \* \* \*

**ACTION**  
**All members**