

**SCHOOL OF CHEMISTRY & MOLECULAR BIOSCIENCES  
COURSEWORK STUDENTS ADVISORY GROUP**

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Meeting 3/17

23 August 2017

For general publication

- Present:** Dr Denise Adams (minutes), Mr Sri Ram Arunachalam, Assoc Prof Joanne Blanchfield, Miss Phoebe Duncombe, Miss Alexandria Harris, Miss Alicia Kirk, Ms Sandra Lupusoru (in the chair), Mr Nicholas See, Mr Wilson Tait, Dr Simon Worrall and Mr Kaiyin Wu.
- Welcome:** Ms Nathalie Farah who is working with the UQ Employability Office on their UQ Students as Partners project.
- Apologies:** Ms Tammie Fair, Mr Ian Gooi, Miss Shazura Lawrence and Ms Elipsha Sharma.
- Minutes:** Minutes of the meeting held 22 May 2017, having been circulated, were taken as read and were confirmed.

**ACTION**

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

**1.1 Art of Science Competition**

The Art of Science competition has been launched by CSAG (Coursework Students Advisory Group) and the Molecular Biotechnology Students (MBSA). Fliers advertising the competition have been displayed in buildings 68 and 76. Jo Blanchfield asked if members could rally their friends to participate in the competition.

**ACTION**  
Members

Nicholas See and Kaiyin Wu agreed to post the details on the UQ Chemistry Club Facebook page and Nathalie Farah agreed to post it on the SciGirls UQ Facebook page. Denise Adams will send the poster to Melinda Ashcroft to post on the Molecular Biosciences Student Club Facebook page. Phoebe Duncombe offered to hang up fliers in the colleges. Jo also recommended that the details be sent to Robyn Evans of the Faculty of Science so that the ASPinS (Advanced Study Program in Science) students could be informed about the competition.

**ACTION**  
Denise,  
Nicholas,  
Kaiyin,  
Nathalie and  
Phoebe

**1.2 Undergraduate Lab Based Mixers**

Talia Enright had asked at the previous meeting if lab-based mixers could be held at the first laboratory session each semester. Talia had suggested that students introduce themselves to each other during the initial lab session, as well as write their names on sticky labels so that they could get to know each other more quickly.

Jo Blanchfield reported that she had asked all laboratory coordinators to help to facilitate students getting to know each other during their first session in the lab. Jo reported that first year chemistry tutors and students already spent time getting to know each other. Tutor coordinators have been asked to remind tutors during the tutor training sessions to spend some time with their students getting to know each other. Jo has also asked that tutor coordinators make sticky labels available so that students and tutors can display their name during the first lab session.

Sandra Lupusoru recommended that this practice be implemented in PASS classes and members agreed that this was also a good idea.

**ACTION**  
Jo

**1.3 Textbooks**

Used textbooks have been placed on the podium and in room 68-401 and members reported that it was useful to have texts available during study sessions. Members had asked if a copy of the BIOC2000 text, 'Principles of Biochemistry' by Lehninger could also be made available. Simon Worrall noted that many biochemistry texts had been sent to Papua New Guinea. Sandra Lupusoru reported that old versions of biochemistry texts were available in PASS classes and Jo Blanchfield noted that these were still suitable. Jo also asked members if copies of the POD (Print on Demand Lecture notes) booklet would be a useful resource. Kaiyin Wu suggested that this was not necessary as the booklets were available online.

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**1. Business Arising out of the minutes:** (continued)

**1.4 Undergraduate UQ Chemistry Club**

The Undergraduate Chemistry Club held a “networking event” on the 11<sup>th</sup> August to coincide with the release of SCMB summer projects and scholarships.

Kaiyin Wu reported that approximately 30 staff and students attended the event. Nicholas See reported that they had used a Google form to track attendance. A number of Biochemistry academics and some Masters students had attended the event, but Kaiyin and Nicholas would have liked to see more 2<sup>nd</sup> and 3<sup>rd</sup> year students. Jo Blanchfield received enquiries regarding summer projects after the event had been held, so considered that the evening had been worthwhile.

Jo thought that Friday evening could be problematic and that an earlier time on a different day could be better. Simon Worrall reported that a number of academics teach at Gatton on Friday.

Jo suggested that the summer project and summer scholarship information could be included in the first semester mixer event in order to target more undergraduate students.

Kaiyin asked if a similar winter project and scholarship event should be held, but Jo noted that there was a very small intake of winter project students as the time for a winter project to be run was very short, so it was not worthwhile running an information session for this purpose.

**1.5 Microsoft Excel Assistance for Students**

Talia Enright had asked at the last meeting if students could be given additional assistance with using Microsoft Excel to prepare graphs and analyse data. Jo Blanchfield noted that it would be desirable for Assoc Prof Susan Rowland to include Microsoft Excel ‘how to’ guides and data presentation modules in CLiPS (Communication Learning in Practice for Scientists)

**ACTION**  
Susan  
Rowland

The CLiPS website is delivered through Blackboard. For first-year courses: [www.tiny.cc/clipsuq1](http://www.tiny.cc/clipsuq1) For all other courses: [www.tiny.cc/clipsuq](http://www.tiny.cc/clipsuq)

Excel assistance would also be included in a ‘how-to’ resource for students currently being put together by the First-Year Chemistry Team who had been awarded a grant: ‘*Widening first year chemistry student participation in online, blended and flexible modes of learning*’. The Faculty of Science had provided \$18,000 in funding for this project and SCMB had provided an additional \$9,500. The project aimed to make learning resources available to students via a website that sits outside of Blackboard courses.

Denise Adams noted that UQ students are able to log on to <https://www.lynda.com/> which offers video tutorials covering software, creative and business skills. Further details were available via the UQ Library website (<https://web.library.uq.edu.au/library-services/training/lyndacom-online-courses/>).

Sandra Lupusoru asked if GraphPad Prism (graphing and statistics software) help guides could be included in CLiPS. Jo Blanchfield has planned to incorporate GraphPad Prism skills in the new second year data handling course, CHEM2058. Sri Ram Arunachalam noted that the tutors had assisted students with GraphPad Prism use in the Molecular Biology courses in which he had been enrolled.

**ACTION**  
Susan  
Rowland

**1. Business Arising out of the minutes:** (continued)

**1.6 SCIE2100 – Introduction to Bioinformatics**

Ian Gooi had reported in the last meeting that SCIE2100 was problematic for many students as the biology content of the course was very basic, but the programming aspects were relatively advanced. Students struggled to master the programming techniques if they had not completed previous programming courses.

Simon Worrall noted that BIN6000, which is the postgraduate equivalent of SCIE2100, contained two streams; a stream for programmers and a stream for users.

Jo Blanchfield noted that postgraduate streaming had worked well and that this approach could be a solution for SCIE2100 and that this would be considered when the course was reviewed.

**ACTION**  
Jo

**1.7 Release of Final exam results**

Members had asked at the previous meeting if the final exam results could automatically be released. Jo Blanchfield undertook to ask about the release of final exam results at the next Teaching and Learning Committee meeting. Simon Worrall noted that this would give students the increased feedback that they sought.

**ACTION**  
Jo

**2. UQ Employability Office Audit of Science Systems:**

Nathalie Farah has been working with the UQ Employability Office on their UQ Students as Partners, pilot 2, (she is also a 3<sup>rd</sup>-year chemistry major). Nathalie has been auditing the current systems in place within the Science Faculty.

The following items were discussed:

Student representatives are involved in three different committees/advisory groups at SCMB. The Coursework Student Advisory Group (CSAG) has nine student representatives from the different year levels and majors within SCMB. The minutes from the Coursework Student Advisory Group is a standing item on the School's Teaching and Learning Committee (T&L). A student representative also sits on the T&L committee. The Research Students Advisory Group (RSAG) has ten postgraduate representatives (two student representatives are from the Honours Program and the remainder are from the MPhil and PhD programs of the School and these students represent a range of disciplines). The Advisory Groups, previously known as Consultative Committees, had been instigated in 2009 by former Head of School, Professor Alastair McEwan, after a recommendation from the School Manager, Mark Starkey.

1. Student representatives are recruited via email. The entire cohort of students enrolled in a SCMB Major are contacted about CSAG each semester. Where there is more than one nominee for a position, nominees are asked to write a short statement on their suitability for the role. Statements are considered by a group consisting of the Head of School; Chair of Teaching & Learning Committee (as relevant); the Chair, Research Higher Degree Studies Committee (as relevant); the Director, Biotechnology Programs (as relevant); and the secretary to Group meetings, who shall choose the successful nominee. Attempts are made to achieve a balance of genders and international/domestic students in the student representative membership.
2. Students representatives are recognised for the role as they can add this to their CV and to their Student Employability Award (previously the UQ Advantage Award).
3. Student representatives are advised that they will need to attend two meetings each semester and that their profile will be included on the web page so that other students can contact them with any concerns. During the first meeting, they are welcomed and their responsibilities are highlighted.

**2. UQ Employability Office Audit of Science Systems: (continued)**

4. The main responsibility of the of the representatives is to make themselves available to the cohort in order to collect agenda items for meetings. A key responsibility of representative is to perform the minuted actions from the advisory group meetings. Last semester representatives organised a Discipline Mixer Event, prepared posters for advertising the Art Competition and members rallied fellow students with Facebook posts advertising SCMB activities.
5. Student representatives are identifiable across the cohort via a web page. Details of the page are emailed to the entire SCMB student cohort.
6. Feedback to the cohort is provided by the representatives in the form of minutes which are emailed to students and posted on the web page.  
<http://www.scmb.uq.edu.au/student-advisory-groups>
7. An end-of-year showcase of what the advisory group achievements is not held. The web page and email to students lets students know about the group's activities.
8. SCMB has suggested that CSAG and RSAG students should meet with the external IAB (Industry Advisory Board) members to discuss employability and to hear what graduate attributes employers are looking for.

**3. Workshop for Chemistry Practical Report Writing**

Nicholas See reported that Chris Read, a chemistry PhD student, would like to run a workshop to assist students with chemistry practical report writing. Jo Blanchfield thought this was a good idea. Jo noted that if the School assisted with holding the event, report writing for chemistry, biochemistry, biotechnology and microbiology would need to be included. If Chris just wanted to run a chemistry practical workshop, then the UQ Chemistry Club could host the event, but permission from the relevant course coordinator would need to be in place. Jo noted that CLiPS (Communication Learning in Practice for Scientists) may have resources available for practical report writing.

Simon Worrall noted that the Student Union runs courses to assist students with report writing. <http://www.uq.edu.au/student-services/learning/workshops>.

**4. Changes to Chemistry Courses in 2<sup>nd</sup> and 3<sup>rd</sup> Year**

Jo Blanchfield reported that changes to chemistry courses in 2<sup>nd</sup> and 3<sup>rd</sup> year had been finalised. All chemistry courses in future would contain elements of organic, inorganic and physical chemistry, which is a shift from the past where courses could be identified by the field of chemistry taught.

CHEM2050 and CHEM2054 would keep the same course names but the content would be changed significantly. CHEM2002 would be rebadged as CHEM2060 and would contain physical chemistry, main group chemistry and electrochemistry.

A new course, Integrative and Industrial Chemistry, CHEM2058, had been developed. A focus of this course was the introduction of the management of large data sets, for example, environmental analysis data. The Industry Advisory Board had recommended that real examples of data for students to analyse be included. A synthetic project would also be offered where students would be asked to work using a drug development platform such as the synthesis of malaria drug targets.

**5. Chemistry Club Fund Raiser**

Kaiyin Wu reported that the Chemistry Club would like to make cup-cakes as part of a fund-raising venture. Jo Blanchfield noted that they were welcome to use the staff room kitchen facilities, but that no ovens were available in either building 68 or 76.

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**6. Chemistry Podium Installation of Bathroom Facilities**

As the Podium has been very popular with students, it has been proposed that adequate toilet facilities be made available on or adjacent to the Podium, additional to those on Level 3 in the main part of the building. Properties and Facilities would be considering this proposal in the coming months.

**7. Next meeting:**

Members agreed that the next meeting would be scheduled for Wednesday at midday in Week 10 or 11 of Semester 2, 2017.

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