

Meeting 4/17

11 October 2017

For general publication

- Present:** Dr Denise Adams (minutes), Assoc Prof Joanne Blanchfield (in the chair), Miss Phoebe Duncombe, Miss Alexandria Harris, Miss Alicia Kirk, Mr Nicholas See, Ms Elipsha Sharma, Mr Wilson Tait, and Mr Kaiyin Wu.
- Apologies:** Mr Sri Ram Arunachalam, Ms Tammie Fair, Miss Shazura Lawrence, Ms Sandra Lupusoru and Dr Simon Worrall.
- Minutes:** Minutes of the meeting held 23 August 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 had been launched by CSAG (Coursework Students Advisory Group) and the Molecular Biotechnology Students (MBSA) and would close on Friday 13 October. Nicholas See agreed to post a reminder notice on the UQ Chemistry Club Facebook page.

One entry had been received at the time of the meeting. Since the meeting, another two pieces of artwork had been submitted. They will be sent to the judges, Ross Barnard, Talia Enright and Janette Stock to determine the winner of the competition.

ACTION
Denise and
Nicholas.

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

Jo Blanchfield undertook to send a reminder to laboratory coordinators to help facilitate students getting to know each other during their first session in the lab. Jo will also ensure tutor coordinators make sticky labels available so that students and tutors can display their name during the first lab session.

ACTION
Jo and
Effie.

Effie Kartsonaki undertook to ask PASS leaders to allow students to introduce themselves.

1.3 Microsoft Excel Assistance for Students

Talia Enright had asked at a previous meeting if students could be given additional assistance with using Microsoft Excel to prepare graphs and analyse data. Jo Blanchfield noted that the CLiPS (Communication Learning in Practice for Scientists) website, delivered through Blackboard, had extensive instructions guiding students how to display their data. (For first-year courses: www.tiny.cc/clipsuq1. For all other courses: www.tiny.cc/clipsuq.) Jo noted that Microsoft updates Excel regularly (and Prism regularly updates GraphPad) and that it was not feasible for the software "how to guides" to be provided on the CLiPS website. Students are advised to ask the Library for assistance with software packages.

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>).

As an aside, Jo noted that the ChemOffice Professional is now available in the library. UQ has a site licence for this software, so the software is now available on all university computers. Students should ask their librarian if they cannot access the software.

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

1.4 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.

Jo Blanchfield noted that the programming content for SCIE1000 (a compulsory course for all BSc students) would be improved which would help better prepare students for SCIE2100. Jo also noted that the teaching team for SCIE2100 would change and that the new team would be made aware of the current difficulties.

ACTION
Jo

1.5 Release of Final exam results

Members had asked at the previous meeting if the final exam results could automatically be released. Jo Blanchfield had discussed the release of final exam results at the Teaching and Learning Committee meeting. Academics reported that they were not aware that they needed to trigger the release of the final exam results. Tammie Fair undertook to let Course Coordinators know that they needed to make this request. Jo noted that results would not be released until after the Examiner's Meeting which is an all-day meeting where student results were discussed. This meant that results would be released in December.

ACTION
Tammie

2. Workshop for Chemistry Practical Report Writing:

Nicholas See had reported at the previous meeting that Chris Read, a chemistry PhD student, would like to run a workshop to assist students with chemistry practical report writing. Jo Blanchfield requested that this item be held over to next year as the review of 2nd and 3rd year courses was still in progress. A new course, CHEM2058, Integrative and Industrial Chemistry, that would be run in semester 2 could address practical report writing, as this course contained a large practical component.

3. UQ International Student Activities:

The Executive Dean of Science, Prof Melissa Brown, had noted that International Students are only mentioned twice in the UQ Student Strategy. Melissa had asked the Chair of the Teaching and Learning committee, Assoc Prof Jo Blanchfield, to find out what activities are currently held to enhance the student experience for international students.

Elipsha Sharma (Master Biotechnology) thought that nothing special had been put in place for international students and that they worked at the same pace as the rest of the cohort. Elipsha had not seen this as a drawback. However, Elipsha recommended that optional workshops could be held to assist students with the basic principles of Biotechnology as students entered this program with varied scientific backgrounds.

Ian Gooi agreed that no special preparation sessions had been made available for International Students. Ian believes that many Asian students lacked the ability to find scientific information. Jo Blanchfield noted that the use of electronic information in first year was considerable and that students lacked the skills to navigate the available software. Jo noted that Assoc Prof Gwen Lawrie had applied for a teaching and learning grant that aimed to improve students' electronic literacy. Alicia Kirk recommended that the library offer more courses tailored to assist international students. Ian noted that information sessions were available during the first week of the semester, but these sessions were not repeated later in the semester. Members agreed that the library should offer information sessions throughout the semester.

ACTION
Denise for
SCMB
Library
Liaison
Rep,
Mark
Riley

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4. Mini Research Conference Proposal:

Nicholas See and Kaiyin Wu would like to hold a mini research conference for undergraduate students during National Science Week (May 2018). Nicholas and Kaiyin would like to showcase undergraduate research students' work including research from CURE (Chemistry Undergraduate Research Project), ALURE (Authentic Large-scale Undergraduate Research Experience), SCIE1200 and SCIE3260 projects. Jo Blanchfield recommended that a proposal should be prepared for consideration for funding and material support. Jo also noted that an existing undergraduate research conference was held in October for the BAdvSc and ASPinS (Advanced Study Program in Science) students and that this proposed conference should avoid overlap.

ACTION
Nicholas,
Kaiyin

5. UQ Science Demo Troupe:

The UQ Science Demo Troupe (formerly the UQ Physics Demo Troupe) is looking for chemists to assist the demonstration group. Alicia Kirk would like to have a list of experiments that were performed on UQ Open day a few years ago. Denise Adams undertook to supply Alicia with a list.

ACTION
Denise

6. UQ Employability Office Audit of Science Systems:

Nathalie Farah had attended the previous meeting as she had been working with the UQ Employability Office on their UQ Students as Partners, pilot 2. Alicia Kirk reported that Nathalie was trying to develop resources that would assist the Advisory Group.

7. Next meeting:

As this was likely to be the final meeting of the group for 2017, the Chair, Jo Blanchfield, thanked the retiring members for their contributions and asked if other members were happy to continue their membership, provided they remain eligible as they move on in their programs. Retiring members were Elipsha Sharma, and Ian Gooi.

The next meeting will be scheduled for week 5-6, semester 1, 2018.

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