

Meeting 4/19

16 September 2019

For general publication

ACTION

Present: Mr Marley Chia (in the chair), A/Prof Joanne Blanchfield, Miss Julia Buczynski, Ms Laura Coe, Mr Alexander Dunstan, Ms Lucy Holyoak (minutes), Mr William Hunt (observer), Ms Jessamine O'Carroll, Ms Elizaveta Plakhotnik, Mr Wilson Tait.

Apologies: Mr James Forde, Ms Varsha Kommajosyula.

Absent: Ms Nahain Binte Aziz, Miss Zoe Garson, Dr Simon Worrall.

1. Welcome and apologies:

Marley Chia welcomed members to the fourth CSAG meeting of the year and noted apologies.

2. Confirmation of the minutes of the meeting held 23 August 2019:

The minutes of the meeting held 23 August 2019, having been circulated to group members and published on the School website with SCMB constituent students notified via email that the minutes were available, were taken as read and were confirmed by those who had been present.

3. Business arising out of the minutes:

3.1 'Art of Science' competition

Members were advised of the proposed extended due date for Art of Science competition entries from 30 September 2019 to 30 November 2019. Members were advised that no entries have been received to date.

The group discussed advertising the competition within the email mail-out that is sent to students regarding CSAG meeting outcomes.

Laura Coe proposed that an individual email advertising the competition be sent to students independently of the CSAG meeting outcome email.

Alexander Dunstan proposed that information on the competition is included in the email subject line. The wording of 'get paid in cash and fame' was suggested.

It was resolved –

That Lucy Holyoak would seek approval from the SCMB School Manager to either;

i) Send a separate email to the CSAG meeting outcome email that only contains an advertisement of the Art of Science competition, or;

ii) Include the details of the competition within the subject line of the CSAG meeting outcome email. (The School Manager has already approved for the competition to be mentioned within the body of this email).

LUCY

3. Business arising out of the minutes: (cont'd)

3.2 Undergraduate 'Discipline Mixer' event

William Hunt confirmed that the UQ Chemistry Club would like to proceed with holding the Undergraduate 'Discipline Mixer' event at 5pm on Wednesday 25 September on the Chemistry Podium.

Joanne Blanchfield confirmed that academics have been informed of the date of the event.

Marley Chia enquired as to whether the UQ Chemistry Club required any assistance setting up the event.

William advised that extra help from CSAG members to set-up the podium would be appreciated.

Joanne and William confirmed that the UQ Chemistry Club would be responsible for advertising the event via their email list and the Facebook page.

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Joanne noted that the UQ Chemistry Club would need to borrow the SCMB Research Student Social Club ping pong table.

Joanne enquired who would be responsible for organising and paying for food and drinks.

Lucy noted that she was not sure who is responsible for this as she was not involved last year.

Lucy agreed to discuss this with the School Manager so that event catering arrangements can be made.

Alexander Dunstan enquired if an official event could be created for students to sign-up to.

Marley noted that it may be too short notice to organise event registration and that Facebook has been the best way to advertise the event on previous occasions.

William undertook to contact the Faculty of Science Student Engagement department and SASS (Student Association of Science Societies) to enquire if they are able to assist in advertising the event to students.

Marley suggested contacting the UQ Boardgame Society to enquire if the UQ Chemistry Club could borrow some games for the event.

William noted that the UQ Chemistry Club has recently purchased the board game 'Alchemist' and that he would contact the UQ Boardgame Society to enquire if some games could be lent.

It was resolved -

- a) that Lucy Holyoak will discuss event catering with Mark Starkey and will organise catering as advised;
- b) that Lucy will contact the SCMB Social Club to book the ping pong table;
- c) that William Hunt will organise for the UQ Chemistry Club to promote the Undergraduate Mixer event and see if board games can be borrowed from the UQ Boardgame Society; and
- d) that help will be greatly appreciated from any CSAG members that are available to arrive one hour prior to the commencement of the event (4pm) to assist with set-up.

LUCY,
WILLIAM

3. Business arising out of the minutes: (cont'd)

3.3 UQ Chemistry Club NMR course

William Hunt noted that this business may be relevant to Item 3.5.

Laura Coe stated that the UQ Chemistry Club NMR course is designed to be run as a casual non-compulsory course, whereas the training mentioned in Item 3.5 is to be included as part of the coursework learning activities.

William advised that this item would be discussed at the upcoming UQ Chemistry Club AGM.

Joanne Blanchfield undertook to include this point in the annual mail-out that is sent to School Early Career Researchers (ECRs) to advertise voluntary activities that the School requires assistance with.

Joanne suggested that the NMR course could be run by the UQ Chemistry Club with the assistance of ECR volunteers.

Joanne stated that the NMR course could be advertised to students enrolled in or planning to enrol in CHEM2054 and CHEM3001, however, it would be voluntary as it is independent to the coursework of those subjects.

Joanne enquired if students are required to frequently use NMR or mass spectrometry software.

Laura Coe confirmed that students mostly use NMR but also use mass spectrometry.

Joanne stated that the School should run two workshops – one for NMR and one for mass spectrometry software.

Laura noted that students would need to be advised of the voluntary workshops early in the semester through Blackboard announcements in CHEM2054 and CHEM3001.

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Laura added that students are not clear on the level of depth that is expected of their data analysis. Laura suggested that the laboratory manuals should stipulate what the minimum standard expected from students is.

Laura went on to say that there is a brief guide in CHEM3001 provided by a tutor but it does not contain enough information and could be expanded.

William noted that the course CHEM3004 has a good guide for students and could potentially also be used in CHEM3001.

Joanne said that she would seek ECRs with knowledge in both NMR and mass spectrometry software to assist with the workshops.

WILLIAM,
JOANNE

3. Business arising out of the minutes: (cont'd)

3.4 Student feedback on new UQ2U courses midway through semester (CHEM1100 and BIOC2000)

Joanne Blanchfield noted that the suggestion to offer students a week 6 check-in quiz for courses that have undergone significant change (UQ2U courses) had been raised with the SCMB Blended Learning Teaching Group. As the next round of courses to undergo UQ2U course changes were not running until semester two, 2020, no further action could be taken at this time.

Joanne noted that the School is taking the feedback received for BIOC2000 very seriously and will consider this feedback for future UQ2U courses.

Joanne noted that the Week 6 check-in quiz suggestion would also be put forward at the upcoming Faculty of Science Community of Practice meeting as a recommendation for other Science courses undergoing change.

Joanne confirmed that the next two SCMB courses selected for the UQ2U change project are BIOL2202/2902 and CHEM1200.

Alexander Dunstan enquired as to whether the CHEM1100 and CHEM1200 course curriculums would be adjusted to align with the new high school year 11 & 12 curriculum, as there is currently a lot of cross over between content covered in high school and content in these courses.

Joanne stated that the School is aware of the need to change the CHEM1100 and CHEM1200 course curriculums.

Joanne noted that Dr Philip Sharpe is involved in writing textbooks for high school chemistry and has been comparing the content of high school chemistry to what is currently taught in CHEM1100 and CHEM1200.

Joanne stated that the School is currently waiting for the high school curriculum review to be completed before making any changes to the CHEM1100 and CHEM1200 curriculums and noted that course curriculums are typically updated every three to four years.

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3. Business arising out of the minutes: (cont'd)

3.5 Spectra analysis software training/support/guides:

Joanne Blanchfield was invited to comment on whether the following course change suggestions had been put forward to the Course Coordinators:

- CHEM2054 – Relignment of course content so that students are taught to use spectra early in the semester.
- CHEM3001 – Introductory MestreNova workshops in week 1 or 2 (facilitated by postdoctoral staff).

Joanne confirmed that this feedback had been communicated to the Course Coordinators and would be included in the course handover for 2020.

Laura Coe noted that it would be helpful if the course CHEM3001 can place more emphasis on how to interpret results rather than focusing on theory, as this was not particularly helpful in preparation for the exam.

Marley Chia enquired if the Course Coordinators had provided any feedback on the recommended course changes.

Joanne stated there had been no feedback but the course coordinators had acknowledged that it is an issue.

3. Business arising out of the minutes: (cont'd)

3.6 Laboratory manual review:

It was noted that Joanne would raise the discussed student-focussed laboratory manual solutions at the next School Teaching and Learning Committee meeting. For noting, the recommended solutions discussed were:

- Students are provided with the opportunity to provide feedback by annotating either a shared online version of the laboratory manual or a hardcopy version that is kept in the laboratory. This feedback would then be provided to the Course Coordinator to improve future laboratory manuals.
- Joanne noted that the School would also investigate the possibility of a student partnership program and/or Early Career Researcher (ECR) review to further improve the quality of the laboratory manuals.

JOANNE

3.7 CHEM1200 Lecture slides:

Julia Buczynski stated that there have not been any further delays in receiving the CHEM1200 lecture slides.

4. Other business/open discussion:

4.1 First Year Chemistry Laboratory Schedule:

Alexander Dunstan noted that the CHEM1200 laboratory schedule does not align with the course content, and as a result students are not always familiar with the practical class requirements. Alexander enquired as to whether it was possible to remove one practical class to allow for the information covered in lectures to align with the practical classes.

Joanne advised that it is not possible to remove any more practical classes as the School would risk losing Royal Australian Chemical Institute accreditation (recommended number of practicals is 10, whereas CHEM1200 currently only runs 5).

Julia Buczynski suggested that some additional background slides be included at the beginning of the practical class to provide students with more information.

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Julia and Alexander noted that they often do not understand the practical class content at the time of the practical, and it is only after the content is covered in the lectures that they fully understand.

Laura Coe noted that students are often assumed to have more knowledge relating to the practical class than has been covered in the lectures.

Marley Chia observed that a longer introduction could impact on the time available to complete the experiments.

Alexander stated that there is ample time to include a few brief slides on background information, particularly if they remove the information on safety requirements that is shown before every practical.

Alexander noted that tutors are often rushing through the PowerPoint slides.

Joanne commented that tutors may feel the need to rush as historically (up until 2019) tutors had very strict time constraints to complete the experiment and ensure students had completed the post-lab within the 3 hour practical class. This process has changed in 2019 and students have 24 hours after the practical to complete the pre-lab.

Joanne noted that the order of lecture modules may need to be reviewed by the Course Coordinator.

Lucy made note to pass this feedback on to the First Year Chemistry Laboratory Coordinator, Dr Andrew Allsebrook and First Year Chemistry Coordinator, Dr Philip Sharpe.

LUCY

4.2 Honours:

Joanne Blanchfield briefed the committee on the purpose of Science Honours, including the application process.

Joanne noted that it is possible to complete Honours on a part-time basis, but this is usually only approved if there are exceptional circumstances preventing the student from studying Honours full-time.

Joanne noted that Honours is a full-time commitment for 10 months that is very challenging but very rewarding.

Joanne noted that the final Honours grade is calculated differently for students enrolled in the Bachelor of Advanced Science program as the calculation includes the grades of four third year courses that are relevant to the Honours field of study.

Julia Buczynski stated that she is enrolled in the Bachelor of Advanced Science and that the final Honours calculation process has not been made very clear. (This feedback will be passed on to the BAdvSc program coordinator, Dr Jack Clegg.)

LUCY

5. Next meeting and Membership Changes:

It was agreed that this shall be the final meeting of 2019.

Lucy explained that the proposed membership changes set out in the agenda papers were only a suggestion based on current member positions and that members were welcome to remain on the committee (if eligible) or to retire from the committee.

Lucy asked committee members to send her an email at l.holyoak@ug.edu.au stating whether they wish to retain membership on the CSAG committee or retire from the committee.

Alexander Dunstan and Jessamine O'Carroll noted that they do not meet the eligibility requirements for membership in 2020 and were thanked for their contributions to the Group.

LUCY

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