

School of Chemistry & Molecular Biosciences Research Student Advisory Group

DATE: Thursday, 11th July 2024

TIME: 12:00 pm – 1:30 pm

PLACE: 68-306 (Chemistry Building)

Present: Mitchell Sorbello, Sean Riek, Ella Graham, Gabriel Wolvetang, Evelyn Deplazes, Jiankun Yang, Pallav Joshi, Jun Jet Hun, Yixuan Liu, Quinn Zhao, Connor Scott, Julia Huang, Anthony William Bengochea, Zhihe Yang and Jiayu Li.

Absent: Jody Peters and Carol Pomfret.

1. Acknowledgement of Country

An Acknowledgement of Country was spoken by Mitchell, in recognition of the traditional owners of the land on which the meeting was taking place.

2. Welcome

Mitchell welcomed everyone and commenced the meeting. Apologies and absences were noted.

3. Confirmation of minutes and business arising from meeting held 13th of June 2024

Job	Assigned
Prepare agenda and circulate before meeting	Chair – completed
Prepare minutes and circulate after meeting	Secretary - completed

The previously circulated minutes were confirmed a true and accurate record of that meeting by Sean Riek.

4. Research Student Social Committee report

Mitchell Sorbello reported:

- Students are encouraged to go to trivia. RSAG members were asked to spread the word. The QR code is now working.

5. RSAG representative reports

5.1 SCMB Research Committee

- * Mitchell was away for a conference, so no one attended last meeting.

- Nothing relevant to RSAG on their agenda. Minutes will be sent out that can be reviewed to verify this.

5.2 SCMB HDR Committee

Yixuan Liu reported:

- The discussion mainly focused on the ranking for PhD scholarships. There are two rounds for PhD scholarship ranking (domestic and international). This was implemented as a result of covid so it may be reduced back to one post covid.
- They are considering how to incorporate more diversity into the ranking system.
- 2nd round of the Faculty of Science HDR Industry Placement Travel Assist Award (for travelling outside SEQ) will close on 5th August. It is a monetary amount of \$5000, can encompass up to 60 working days of placement, and is to be used for travel only.
- A Quantum PhD scholarship is open (\$40000+ per year, with an additional \$5000 career development). It is government funded and the school deadline is 11/07 to apply to the government. There are different groups of scholarships (new, top ups, short project). Allocation will take a while as UQ has to wait for Queensland Government to allocate a certain number of scholarships before they can then take applications and distribute the scholarships. The school is expecting to know how many scholarships to award on one of the following dates: Mon Sep 2, Mon Sep 9 or Tues Sep 3.
- A 90-minute workshop is proposed to explain how placement opportunities work during their candidature. It will be open to students and group leaders. There will be a panel discussion, and more students (+ preferably supervisors) are currently needed. Students should let Evelyn know if they can recommend anyone suitable.

Action: Mitchell to email Evelyn contact the details of a student who has placement experience for panel discussion.

- There are going to be more specific rules on sexual misconduct. New rules are to be solidified surrounding contractors and their repercussions if found guilty of this misconduct. Clarification about student-supervisor relationships will also be included.

5.3 SCMB EDIC Committee

Gabriel Wolvetang reported:

- No update; next meeting is 08/08.

5.4 SCMB EAC Committee

Sean Riek reported.

- Nothing relevant to students reported.

5.5 HDR Student Representative Forum

Mitchell reported.

- No update; there was no meeting organised.

6. Topics of relevance to SCMB research students

6.1 HDR

- RQ3 Induction 28/08 10am. Mitchell volunteered to assist.
- The HDR supervision excellence award is coming up in approximately a month. RSAG committee is encouraged to nominate supervision, and encourage others to nominate also.
- Quinn is collecting feedback about Student Support Fund procedure The procedure is listed on Blackboard. The content on Blackboard will be moved to the new intranet.

6.2 Honours

- Nothing to report.

7. Annual SCMB Research Students Symposium

7.1 Sponsorship

- Update: 1 platinum, 6 Gold, 1 silver, 1 bronze.
- Confirmation from finance of previous sponsors emailed has been received.
- No new sponsors since last meeting.
- Clarification sought on APS on whether to pursue sponsorship. Resolved that they should email again.
- New silver and bronze sponsors are welcome but there is no more space for gold/platinum.
- APS Parasitology happy to include a blurb (+maybe photo) afterwards about the event.
- Confirmation of major sponsors (Gold/Platinum) is preferred by next month so ordering can commence.

7.2 Plenary Speakers

- Final vote: Rachel Stephenson
- Mitchell has received email correspondence from Paul to accommodate him coming to next RSAG meeting.

7.3 Timeline

Job	Assigned	Progress	Next Steps
Venue	HLO	Completed	n/a
Finance and sponsorship	Pallav Joshi, Yixuan Li, Jun Jet Hen, Julia Huang	See 7.1 above.	<p>APS sponsorship needs to Be verified.</p> <p>Action: Sponsorship team to email APS regarding whether they would like to be a sponsor this year.</p> <p>Remaining sponsors can only be silver or bronze unless APS does not want to engage in a sponsorship this year.</p>
Plenary speaker	Mitchell Sorbello	See 7.2 above	<p>Engage with Paul to accommodate him coming to the next RSAG meeting.</p> <p>Action: RSAG committee to confirm Talaru hotsprings plenary speaker after further discussion with Paul</p>
Opening and closing speakers	Mitchell Sorbello	Confirmed	n/a
Advertising/Promotion	Gabriel Wolvetang	QR code has been updated on the promotional background completed by Gabe. QR code has been tested. QR links to google form created by Mitchell. This is now ready to be printed and emailed out.	<p>Action: Gabe will make power point slide version of QR code poster for advertisement on SCMB screens that can then be sent to Mark.</p> <p>Action: Mitchell to reach out to Mark also for social media promotion.</p> <p>Action: Gabe to contact chemistry club for their assistance in promotion.</p> <p>Action: Gabe to work on meme posters for additional advertising.</p> <p>Advertising efforts will be reassessed after next meeting.</p>
Sourcing of judges	Anthony Bengochea, Connor Scott	n/a	Judges will be sourced closer to the date.

Catering	Ella Graham, Sean Riek, Julia Huang	<p>Sean has received some quotes (all come to ~\$3000 total).</p> <p><i>Options include-</i> *Leo's: mt tea + coffee Bagel Boys: Lunch</p> <p>^Preferred option as is better value for money and is something different. Not much required to add.</p> <p>And-</p> <p>*Schonell: Mt tea + lunch</p>	Action: Sean to investigate into supply nation (seeing how expensive it would be)
Booklet production	Jianjun Yang, Zhihe Yang	n/a	Booklets will be produced closer to the date once presenters are confirmed.
Receipt of abstracts, speaker selection	Mitchell Sorbello, Zhihe Yang, Jun Jet Hen	QR code linking to google form for registration has been sent out.	Speakers will be selected closer to the date once people have registered.
General event logistics	All	n/a	Will occur closer to the date.
Collecting feedback on the event	Gabriel Wolvetang	n/a	Will occur closer to the date.
Prizes and Award certificates	Josh Pallav	n/a	Will occur closer to the date.
Timetable	All	n/a	Will occur closer to the date.
Printing: e.g. nametags, feedback sheets, marking sheets, etc	Jiankun Yang, Zhihe Yang	n/a	Action: Printing team to send through to UQ print a copy of certificate, an example of last year's printed booklet, nametags (estimating similar numbers from last year) to get a quote. Also indicate dates we will need them in the email.

8. Other Business

- Domestic PhD scholarship round opens next Monday 15/07 for RQ1 and RQ2 2025.

9. Next Meeting

- ❖ The next RSAG committee meeting has been scheduled for 15th of August 11-12pm in room 68-306.

Meeting concluded at 1:06pm.