

School of Chemistry & Molecular Biosciences

Research Student Advisory Group

Date: Wednesday, 18th June 2025

Time: 11:00 am – 12:00 pm

Place: 69-306 (Chemistry building)

Present: Mikael Boden, Alex De Sa, Phani Kumari Paritala, Hui Yi Lim, Lauren Baade, Jasvanti Lala, Diana Sanabria Lozano, Gemma Laird, Vishal Pandey, Genoveva Joe, Elijah Phelps, Alyssa Peterson, Cheng-Yu Chiang, Mikayla Crouch, Claire Cheng, Julia Huang, Laura Garzon Flores

Absence: Mikael Boden

1. Acknowledgement of country

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

2. Welcome

Gemma Laird welcomed everyone and commenced the meeting at 11:04 am.

3. Confirmation of minutes and business arising from meeting held 16 April 2025

Job	Assigned
Confirmation of date and rooms booked	HLO
Promotional team poster and Save the Date	Genoveva Joe, Hui Yi Lim, Elijah Phelps, Chair
Sponsorship team continuing with emails	Finance team- in progress
Plenary speakers	Confirmed

4. RSAG representative reports (if appropriate)**4.1 SCMB Research Committee**

Vishal Pandey reported —

- Nothing to report

4.2 SCMB HDR Committee

Jasvanti Lala reported —

- Nothing to report

4.3 SCMB EDIC Committee

Laura Garzon Flores reported —

- UQ is promoting services provided regarding mental health services
- Resources regarding the same are already on Teams channel
- Building 76 (MBS) is getting a multi-purpose room on level 2

4.4 HDR Student Representative Forum

Lauren Baade reported —

- Nothing to report

5 Topics of relevance to SCMB research students**5.1 RSAG Executive positions for 2025 RSAG**

Name	Position	Lab Group
Gemma Laird	Chair	PhD (Evans Lab)
Lauren Baade	Deputy Chair	PhD (Lawrie Lab)
Jasvanti Lala	Treasurer	PhD (Tanurdžić Lab)
Diana Sanabria Lozano	Co-Treasurer	PhD (Hugenholtz Lab)
Vishal Pandey	Secretary	PhD (Kobe Lab)

6. Annual SCMB Research Students Symposium

6.1 Sponsorship team

Gemma Laird discussed about email received from Association of Postgraduate Students (APS) in regard to whether they will sponsor the SCMB student symposium.

Action: Jasvanti Lala drafted a reply. Gemma Laird replied to email received from APS

Diana Sanabria Lozano mentioned that Peter Kambouris, the Molecular Maverick Award main sponsor has agreed to sponsor our symposium in a **bronze package**. He also expressed his interest in advertising the Award for the next year during the symposium. Is it possible we open for him a 10 -15 min slot to do this??

Action: Gemma Laird asked the RSAG representatives, and everyone agreed on a speaking slot

Jasvanti Lala mentioned that Solve Scientific has expressed interest in sponsoring us. And they can take up the platinum sponsorship if they are allotted a 5-10 min slot in the biology stream to promote some of their systems. They are flying up from Melbourne (at no cost to RSAG).

Action: Gemma Laird asked the RSAG representatives, and everyone agreed on a speaking slot

6.2 Promotional team

Diana wanted to make save the date for student symposium

Action: Save the dates will be sent out before the July meeting

Promotional team will be putting up posters in both buildings

6.3 Plenary speakers

Dr. Masnun Naher (she has a preferred session – 9am morning slot)

Associate Professor Thomas Ve (Griffith University)

Action: Emails already sent out to speakers.

Need abstract, bio and headshot.

6.4 Opening and closing speakers

Opening speaker will be Dr Evelyn Deplazes

Closing speakers will be either Head of school or deputy head of school

Action: Jasvanti Lala and Gemma Laird will be sending out emails regarding the same

6.5 Next steps before July meeting

Budget from finance team

Promotional updates

Catering

Action: Gemma Laird will be getting quotes (already have one from Domino's)

6.7 Timeline and Job Assignment

- Gemma Laird discussed about job assignments and assigned to members.
- Discuss and set timeline for jobs

Jobs	Assigned	Progress
Venue	HLO	Booked
Finance and Sponsorship	Jasvanti Lala, Diana Sanabria Lozano, Julia Huang, Vishal Pandey, Lauren Baade	Ongoing
Plenary Speaker	Dr Alex De Sa	Confirmed
Opening and Closing Speakers	Jasvanti Lala, Gemma Laird	Ongoing
Advertising/Promotion	Genoveva Joe, Hui Yi Lim, Elijah Phelps	Starts in July
Sourcing of Judges	Vishal Pandey, Laura Garzon Flores, Lauren Baade	n/a
Catering	Gemma Laird, Hui Yi Lim	n/a
Booklet Production	Genoveva Joe, Elijah Phelps	- Start closer to date

Receipt of abstracts, speaker selection (develop selection criteria), contact selected speakers	Diana Sanabria Lozano, Gemma Laird	n/a
General event logistics	All	- Start closer to date
Collecting feedback on the event	Gemma Laird, Dr Alex De Sa	- Start closer to date
Prizes and Award certificates	Lauren Baade	- Start closer to date
Timetable	All	- Start closer to date
Printing: e.g. nametags, feedback sheets, marking sheets, etc	Lauren Baade	- Start closer to date

7. Next meeting

- 23rd July 12-1pm
- 20th August 12-1pm

Chair concluded the meeting at 11:47am.