

Meeting 2/18

14 May 2018

For general publication

**Present:** Dr Denise Adams (minutes), Dr Joanne Blanchfield, Miss Phoebe Duncombe, Miss Zoe Garson, Miss Susanna Huang (in the Chair), Miss Alicia Kirk, Mr Nicholas See, Ms Jan Sullivan, Mr Mehershah Wadia, Mr Kaiyin Wu and Dr Simon Worrall.

**Apologies:** Mr Sri Ram Arunachalam, Miss Nahain Binte Aziz, Ms Tammie Fair, Miss Alexandria Harris, Miss Leslie Karina Macas Jacome, Miss Elizavita Plathotnik and Mr Wilson Tait.

**Minutes:** Minutes of the meeting held 26 March 2018, 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 will again be run by the CSAG (Coursework Students Advisory Group). Alicia Kirk had prepared a flyer inviting undergraduates to submit creative student work which could be anything from a molecular image, artwork, graphic design, photography, or an image that captured an aspect of the School. The flyer would be emailed to course coordinators and would be displayed in buildings 68 and 76 in the lifts, labs and on the School screens located on the Chemistry Level 3 podium and in the Molecular Biosciences Level 2 foyer. The competition would close on 5 October.

**ACTION**  
Alicia, Jo & Denise

**1.2 Undergraduate Discipline Mixer Events**

The undergraduate discipline mixer event would be held on 13 August (Monday, week 4 of semester 2). Jo Blanchfield undertook to book the podium.

**ACTION**  
Jo

Nicholas See and Kaiyin Wu, who are members of the Chemistry Club, undertook to organise the event and to talk to the other Chemistry Club members at their next meeting. Jo recommended that the Chemistry Club undertake to ask the HDR Student Social Club if they could borrow the table tennis table.

**ACTION**  
Nicholas & Kaiyin

**1.3 Level 2 and 3 Review of Chemistry Course Offerings**

Jo Blanchfield reported that CHEM2058 (coordinator, Jo Blanchfield) and CHEM2060 (coordinator, Paul Bernhardt) planning was nearly complete and that CHEM2058 would be focussed on employability skills. Jo noted that CHEM2902 was the advanced course relating to CHEM2060.

Alicia Kirk reported that a number of students enrolled in a dual degree were confused regarding in which course to enrol. Jo advised that these students should seek academic advice. Nicholas See noted that the Faculty of Science Study Planner had not been updated. Jo undertook to remind the Faculty of this omission. Jo noted that CHEM2060 would replace CHEM2002.

**ACTION**  
Jo

Jo reported that 3<sup>rd</sup> year courses would change in 2019 and that the core courses would not change greatly, but that a practical component would be added to complement the inorganic chemistry course. Jo noted that the materials chemistry and medicinal chemistry courses would be combined to form one course.

**1.4 Workshop for Chemistry Practical Report Writing**

A practical report writing workshop had been run by Chris Read. Jo Blanchfield reported that the slides for this course had been made available on the CHEM2054 and CHEM3001 Blackboard sites.

**1.5 UQ Chemistry Club**

Planning was underway for the Chemistry Club to offer a Poster Course. Kaiyin Wu had contacted Jess Bilyj regarding running the course.

**ACTION**  
Kaiyin

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

**1.6 UQ International Students**

At the previous meeting, members agreed that they would like to see more assistance offered to international students.

In addition to library services already offered to students (see 1-18 Minutes: <http://www.scmb.uq.edu.au/CSAG/2018/Minutes%201-18.pdf>), Jan Sullivan had agreed to offer two information sessions at the Dorothy Hill Engineering and Sciences Librarian (DHESL) in early May. The first session offered was a Technical Help session and no students attended this course. The second session was entitled 'Finding scientific information for your lab work and assignments' and a few students attended this session. Jan agreed that this session should be offered again early in second semester.

**ACTION**  
Jan

Jan reported that the library offers a number of general courses during Orientation week, and Jan agreed to contact Simon Worrall for assistance with these courses.

**ACTION**  
Jan &  
Simon

**2. SCMB Biotechnology Honours Scholarship Offerings**

Leslie Karina Macas Jacome requested some information regarding the Biotechnology Honours Scholarships offered by SCMB. Leslie noted that as a future Honours student, she had been investigating scholarships that would be available to Biotechnology Honours students. Leslie noted that scholarships would only be given if the chosen project is completed in a laboratory housed in the Chemistry or Molecular Biosciences Buildings.

**ACTION**  
Jo

Jo Blanchfield reported that students are eligible for Honours scholarships awarded by the School or Institute in which they have chosen to perform their project. Jo noted that Biotechnology students needed to be made aware of all of the available scholarships.

**3. Chemistry vs Physics Pool Competition**

Kaiyin Wu reported that the Chemistry / Physics Pool Competition had taken place. Kaiyin wondered if the trophy could be displayed in the level 3 display cabinets of the Chemistry Building. Jo Blanchfield undertook to ask Paul Young if this was possible.

**ACTION**  
Jo

**4. Course requirements**

Kaiyin Wu reported that a number of students were confused about the Electronic Course Profile (ECP) requirements regarding the submission of medical certificates. Some courses stated that students should contact a course coordinator if they missed a practical. (Biochemistry courses differed from others in the School in the description of the process in their ECPs and caused confusion as it follows a different process). Kaiyin noted that not all courses contained details regarding the deadline for the submission of a medical certificate. Jo Blanchfield undertook to obtain a clarification on the number of days students had to produce a medical certificate.

**ACTION**  
Jo

**4. Dorothy Hill Social Sciences and Humanities Library (DHSEL)**

Jan Sullivan reported that the level 2 DHSEL was undergoing a review. The library was considering whether it should provide more seating space to enhance the student experience. This would mean that high use and the current collection of books would need to be rehoused in the Social Science and Humanities Library. Jan invited members to contact the Faculty of Science Representative, Dr Joel Corney ([corney@physics.uq.edu.au](mailto:corney@physics.uq.edu.au)), or the UQ Union representative, Jeremy Lwin ([president@uqu.com.au](mailto:president@uqu.com.au)) with comments. This would mean that the library would become a 'student space' only library similar to the Biological Sciences Library. Feedback would be required from SCMB staff and students before the end of July. Jo Blanchfield agreed to forward this information to the SCMB staff and members of this committee.

**ACTION**  
Jo

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**6. Next meeting and membership changes:**

Members agreed that the next meeting would be scheduled for Week 3 in Semester 2, 2018.

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**ACTION**  
Denise