

**SCHOOL OF CHEMISTRY
STAFF/STUDENT LIAISON COMMITTEE**

**Meeting No. 1/2008
1 pm, Thursday 17 April 2008
Conference Room, School of Chemistry**

MINUTES

Present: A/Prof. Muthupandian Ashokkumar (*Chair*), Dr. Brendan Abrahams, Dr Colette Boskovic, Christine Callahan (*Minutes*), Melissa Germano (*610-101-B. Opt – 10 am*), Sarah Harvey (*Hons*), Audrey Irish (*610-101 – 10 am*), Charlie Ma (*610-340*), Chloe Miller (*610-310*), Connie Tang (*610-260*), Jonathan Tay (*610-101-B. Opt – 2.15 pm*), Ryan Wilson (*Hons*), Jimmy Yu (*610-220*)

Apologies: Penny Commons

1. Welcome

- Meeting commenced at 1.05pm.
- The Chair, A/Prof Ashokkumar, welcomed the staff and students to the 1st SSLC Meeting for 2008.

2. SSLC Responsibilities

- Ashok tabled the Functions and Terms of Reference to the Committee and gave a brief explanation of the Committee's function and purpose.
- Ashok will email the details of new student reps to 2nd and 3rd Year subject coordinators. Brendan will organise the same for the 1st year student reps. The email addresses of all student reps will also be placed on LMS to invite students to communicate their concerns to the reps.

3. Matters relating to First, Second, Third Year and Honours Teaching Program

Honours

- Honours project outlines are due on Monday 21st April, which is when exams begin. Students have requested that a better timeline be organised for future years.
- Students who are doing subjects before Easter have had their exams placed further into the semester and some students have to cope with 5 exams in Semester 2. Therefore, they requested for exam timetables to be better organised. Vicki will be notified of this.
- Students asked for NMR training to be done at one go so as to gain a better understanding of it.
- The rep also reported that some students are required to juggle both exams and lab work for their projects and this mostly dependant on their supervisor. Students have asked for consistency across the board and for all students to have the same study/lab work requirements. Ashok has suggested that students discuss these issues with their supervisors.

3rd Year

- The student rep reported that the lectures have been good as they have been organised and are in accordance with the syllabus. LMS has also been great.
- Students have found the Chemistry Store's opening hours for this year very limiting and difficult to keep up with. It is only open a week before pracs begin. Ashok said that this year's circumstances have been unique with all the building works happening and the store having to relocate. He will try to organise for lab materials to be available at least a fortnight before pracs start.
- Students said the noise disruptions from the building works have been annoying but bearable.
- The talk given by Zdena on library resources has been very useful for the 3rd year inorganic students. Students have suggested that this could be done for all students, not only the inorganic student. Colette said that this was organised by Dr Stephen Best who is one of the inorganic lecturers. Brendan suggested that this could be advertised across the board.
- There were concerns raised about next year's study options (Honours or Masters?). The current website suggests that Honours scholarships are still available for next year but in actuality fact, they are not. Christine will speak to Vicki about taking that notice off and updating the website.
- Students are generally happy with the structure of their courses especially the inorganic classes.

2nd Year

(220)

- Students are concerned about the structure of the courses and how they will affect exams. Some courses are run for 8 weeks while others run for 12 weeks. Certain topics are also not fully covered in the lectures. Ashok advised that generally, material that is not covered in the lectures will not be examinable.
- There is no document projector in the Sunderland theatre so structure slides are unable to be shown properly. Brendan will look into this.
- Students are very happy with the online system they had in 1st year and have requested that this be continued through to 2nd year. Ashok said that with the New Melbourne Model, 2nd and 3rd year students will have ChemCAL in the next few years.

(260)

- Pracs were not in order and the timetables for pracs were not put up until Week 4, leaving students unprepared for their pracs and doing the wrong pre-labs.
- Demonstrators have been inconsistent with their marking. Brendan said that everyone interprets things differently and this can affect the way papers are marked. The department however, checks thoroughly should there be a student that fails, to make sure that the mark given is a true reflection of their knowledge on the subject.
- There have been some lectures held in the Cumming and some in the Senior Theatre. Students have had to race around before lectures in order to find the right theatre. Ashok said that all this information would be on LMS in the future.

1st Year (am)

- The Independent Learning Task (ILT) seemed to be unnecessary since it was eventually covered in the lectures anyway. Brendan advised that a lot of the ILT was

assumed knowledge and the idea of it is for students to work independently. It would also mean that students would have a better understanding of the topic when it came up at lectures.

- One lecture was cut out on Good Friday and NMR was compressed when it was taught at lectures. Ashok suggested that students contact the lecturer about how much NMR material is examinable.

1st Year (pm)

- The Copland Lecture Theatre's microphone is not working well. Brendan will contact Properties and Campus regarding this.

4. Any Other Business

- NIL.

Meeting ended at 2.15 pm.

(Next Meeting: 27th May 2008; 1 pm – 2 pm; Conference Room, Chemistry Building)