Department of Biological Sciences
Dept meeting 6th August 2019

Agenda
• Biology video launch – Martin & Prasanth
• Health & Safety – Simon
• Admin update - Sharyon
• HoD update & successional planning - Michelle
• Workload review - Linda
• Research – Michelle channelling Andy
• Learning & Teaching - Drew
• Outreach/Open Day – Matt B, Kath Mc
• Social happenings – Mariella / Mo
• Reminder – morning tea for Rick Shine’s 1000th paper – Aug 14 at 10.30

We acknowledge and pay respect to the Traditional Custodians and Elders of the lands on which our university is located
Biology video launch
(Martin Whiting)
Health & Safety

- Safety Fair will be held on 9th October
- Drones – new policy out and will be administered through Fieldwork Friendly
- Courses
Admin Update

Welcome to the team!
Calli Miller – Administrator Outreach Coordinator
Louisa Wang – Administration Assistant (Financial)
Emma Wang – Administration Assistant

Julian May – Secondment (1 year)
HoD Update

- Congrats to Lesley – Lifetime Achievement Aust Museum (and Eurekas!)
- International opportunities – Indonesia: LIPI, Thailand: King Monkut's Uni of Technology Thonburi (KMUTT), Chulalongkorn University, Mahidol University
- Appointments – Evoln Genomics, Vert Physiology
- L&T 2020 – new units, teaching allocations
- mentoring
- Project Catalyst
- Open Day – 17 August – we need advisers!!
- Reminder - taking leave, being in contact
- Dept successional planning
Biological Sciences in 2019

**Exec Team**: Michelle Leishman (HoD), Grant Hose & Andrew Barron (Deputy HoDs), Mariella Herberstein (lots of stuff), Sharyon O’Donnell

**Research**
Andrew Barron

**L&T**
Drew Allen

**HDR**
Culum Brown

**MRes**
Grant Hose
Michelle Power
Matt Kosnik
Ajay Narendra

**Advising**
Glenn Brock

- WHS – Simon Griffith
- PGF – Ian Wright
- ECR – Stephan Leu, Chris Reid
- Prizes – Linda Beaumont
- Outreach – Matt Bulbert
- School Partnerships – Kath McClellan
- Fieldwork – Martin Whiting
- Diving & Boating – Rob Harcourt
- Diversity & Inclusion – Mariella Herberstein
- Sustainability – Sam Newton

**Teaching Directors**
- BSc – Biology – Ken Cheng / vacant in S2
- BSc – Human Biology – Julia Raftos / Ken Cheng
- BSc – Paleo – Glenn Brock
- BMedSci – Jenny Donald / Michelle Power
- BBiodivCons – Drew Allen
- BMarSci – EPS/Matt K
- BAdvSci(Biology) – Ian Wright
- MConsBiol – Adam Stow
- MMarSciM’ment – Jane Williamson

**Mariella** – Chair of Senate
Lesley – 50% PVC
Nathan – Chair of Animal Ethics
Grant – Associate Dean (Industry & Corporate Engagement), member Academic Senate
Workload Model Update

Draft due mid-September

Purpose of model:
• *Drive* behaviour
• Help strategic planning
• Help HoDs determine staffing levels

All models are wrong; some models are useful:
• Practical, reasonable, fair, indicative
Research

• Disadvantaged:
  • those writing single/few author papers
  • research fellows
  • ECRs

• More points per HDR BUT caps on number of HDR

• Publications: points for reports/patents. Cap on number of points

• Grants: Cap on points for small grants

• Research Development: research activities (e.g., fieldtrip, data collection); development (workshops, experiments, simulations). Capped at 10 points.
Teaching

• Fieldtrips
  • Development of material: goes in “New teaching/curriculum design”
  • Fieldtrip participant (0.08 points/hr ~ 1hr 12 mins): time spent teaching & supervising, minor tweaking of material, travel to/from site
  • Fieldtrip leader: participant+weighting

• Convening vs lecturing
  • Weekly supervision of sessional staff
  • Preparation and moderation of assessments & exams
  • Meeting with student reps
  • iLearn maintenance
GRANT WRITING GROUPS
• Intending to write a major grant in 2020, want to start early and want peer support?
• Biology will convene grant writing groups starting soon targeting the major grant rounds for 2020
• If interested send and email to Andrew.Barron@mq.edu.au
• Groups will assemble and self-direct according to need

Grant submissions
• due date for all applications (min 2 weeks)

Research retreat
• After exam meeting, first week December?
L&T Update – August
OUA

• The OUA Biology degree will be starting in 2020

• Three first year Biology OUA units will be launched for 2020

• Three second year Biology OUA units will be launched for 2021

• Four third year Biology OUA units will be launched for 2022

• Big thanks for Sharyon for ensuring paperwork was submitted on tight deadline!

• Thanks to Kate for submitting new OUA units for 2020
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L&T Update – August

MQCMS

• The curriculum management system is now live
  • [https://mqcms.mq.edu.au/](https://mqcms.mq.edu.au/)

• Help in the system:
  • [https://wiki.mq.edu.au/display/beacon/MQCMS+Toolkit](https://wiki.mq.edu.au/display/beacon/MQCMS+Toolkit)

• Encompasses many functions that were previously separate, including:
  • Proposals for new units and programs
  • Modifications of existing units and programs
  • Specifying learning outcomes and assessment tasks
  • Handbook entries for units and programs

• Caitlyn, Kate, and I have already had training on the system; training will be available for others
L&T Update – August
MQCMS

• Learning outcomes (LOs) of all existing units are currently blank under the new system

• Prior to October, the L&T Committee will be going through all of the LOs and editing them as necessary for consistency

• Unit convenors will be given an opportunity to review proposed LOs, and modify them as they see fit prior to submission.
L&T Update – August
MQCMS

• **Important**: going forward, changes to assessment tasks and their weightings will require formal approval from FLTC, so changes will need to be planned **months** in advance
L&T Update – August
Transition and Teach-out Plans for New Curriculum

• Transition and teach-out plans have now been completed for all of our existing programs

• Teach-out plans have been approved for:
  • Bachelor of Science (second and third year students)
  • Human Biology major (all years)
  • Bachelor of Medical Science (all years)

• Transition plans have been approved for:
  • Bachelor of Biodiversity and Conservation
  • Master of Conservation Biology
  • Master of Marine Science

• Thanks to all program convenors for working on programs, and to Caitlyn and Julian for getting everything entered
STEM Careers Forum 12th August

- **Taronga Conservation Society Australia** - Phoebe Meagher
- **Blowfish Studios** - Hussein Nabeel
- **MAS Management** - Maree Stuart
- **Invetus** - Katie Glenn
- **NSW Dept of Education - teach.NSW** - TBA
- **Techstaff** - Jake Misener & Souraya Jumaah
- **Redox Pty Ltd** - Jessica Andrawes
- **EMM Consulting Pty Ltd** - Mark Trudgett
- **Enviropacific** - Nick Cowman
- **Vitex Pharmaceuticals Pty Ltd** - John Boustani
- **Commonwealth Scientific and Industrial Research Organisation** - TBA
- **Aginic** - Blake Entwisle
- **Bureau of Meteorology** - Gabrielle Woodhouse
- **Commonwealth Bank** - TBA
- **Australian Nuclear Science and Technology Organisation** - Karyn Laxale
- **Department of Defence** - TBA

Science session 10am-12.30pm

Register: [https://www.careerhub.mq.edu.au/admin/events](https://www.careerhub.mq.edu.au/admin/events)
Open Day Aug 17th
Australian Museum Expo

Vivian Cumbo
Juliano Morimoto Borges
Night of illusions 10\textsuperscript{th} Aug @ Giant Dwarf
Depth Studies

Big Thank you to all the people who have helped out with Depth Studies including:
Jessica Thompson, Sanscha Aberg, Agni Amaranth, Tim Ghaly, Winnie Man, Monika King

We have brought in $4450 through DNA Depth Studies, which has gone towards paying for 2 of the 4 E-Gel machines have that been purchased for the Department and will be used to run DNA and PCR gels in pracs

Dr Kath McClellan
Diversity & Inclusion
Annual Pot Luck Lunch 2019

When: 4th September
11:30 PM – 12.45 PM

Where: Biology Tearoom

*Open to all Biology people

An afternoon of sharing and celebrating our differences and similarities.

Organisers: Mo Hague & Poncho Aceves
Games Afternoon
(mildly competitive)

When: 17th October
3 PM until social drinks

Where: Biology courtyard

*Open to all Biology people

Organisers: Zoe Wild & Laura Fernandez

Form a team of 4: HDR, academic & profession staff
Nothing too strenuous