BIOL3640

PACE Experience in Biological Sciences

Session 1, Infrequent attendance, North Ryde 2021

Archive (Pre-2022) - Department of Biological Sciences

Contents

General Information 2

Learning Outcomes 2

Assessment Tasks 3

Delivery and Resources 5

Unit Schedule 7

Policies and Procedures 9

Changes since First Published 11

Disclaimer

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Notice

As part of Phase 3 of our return to campus plan, most units will now run tutorials, seminars and other small group activities on campus, and most will keep an online version available to those students unable to return or those who choose to continue their studies online.

To check the availability of face-to-face activities for your unit, please go to timetable viewer. To check detailed information on unit assessments visit your unit's iLearn space or consult your unit convenor.

General Information

Unit convenor and teaching staff Robert Harcourt robert.harcourt@mq.edu.au
Credit points 10
Prerequisites 130cp (including 40cp in BIOL units)
Corequisites
Co-badged status
Unit description This PACE unit provides an opportunity for students to engage with the community through a variety of activities. Examples might include group activities with a regional or local focus on public-sector agencies, professional bodies, companies, industry partners and not-for-profit organisations. The unit promotes learning through participation with community partners as well as the development of Course Learning Outcomes and professional skills. Students will be encouraged to apply theory learnt through their degree to real-world situations. Student learning will be facilitated through orientation and induction activities, scaffolding for skill, and knowledge development and debriefing; supported throughout by rigorous academic assessment. All students planning to enrol in BIOL3640 must consult with PACE and the Unit Convenor(s) by: (1) self-enrolling in the pre-enrolment iLearn Community Unit [https://ilearn.mq.edu.au/course/view.php?id=37365]; (2) reviewing all available information in the pre-enrolment iLearn Community Unit; and (3) providing information when and as described in the pre-enrolment iLearn Community unit. Important: if you are finding and proposing your own PACE activity you need to do so no later than 4 weeks before the start of session.

Important Academic Dates

Information about important academic dates including deadlines for withdrawing from units are available at https://www.mq.edu.au/study/calendar-of-dates

Learning Outcomes

On successful completion of this unit, you will be able to:

ULO1: Critically reflect on the core knowledge and skills you have developed throughout

your university course.

ULO2: Effectively communicate your professional capabilities to potential colleagues and employers.

ULO3: Apply your core knowledge and skills to real-life tasks.

ULO4: Articulate and demonstrate how engaging with others can contribute to the well-being of people, communities, and the planet.

ULO5: Identify how to integrate your discipline-specific knowledge and transferable skills to embark on your chosen career path.

Assessment Tasks

Name	Weighting	Hurdle	Due
iLearn Post	15%	No	Week 1 & 11
Short essay	40%	No	Week 8
Reflective Praxis	45%	No	Week 13

iLearn Post

Assessment Type [1]: Participatory task
Indicative Time on Task [2]: 5 hours
Due: **Week 1 & 11**
Weighting: **15%**

This assignment comprises an iLearn Post focusing on your learning journey.

On successful completion you will be able to:

- Critically reflect on the core knowledge and skills you have developed throughout your university course.
- Articulate and demonstrate how engaging with others can contribute to the well-being of people, communities, and the planet.
- Identify how to integrate your discipline-specific knowledge and transferable skills to embark on your chosen career path.

Short essay

Assessment Type [1]: Essay
Indicative Time on Task [2]: 13 hours

Due: **Week 8**
Weighting: **40%**

This assessment requires you to demonstrate your understanding of key theoretical content covered in the BIOL3640 workshops and online modules, then relate this content to yourself, your PACE activities, and your courses of study.

On successful completion you will be able to:

- Critically reflect on the core knowledge and skills you have developed throughout your university course.
- Apply your core knowledge and skills to real-life tasks.
- Articulate and demonstrate how engaging with others can contribute to the well-being of people, communities, and the planet.

Reflective Praxis

Assessment Type [1]: Reflective Writing
Indicative Time on Task [2]: 14 hours
Due: **Week 13**
Weighting: **45%**

This final assessment synthesises all of the learning objectives and outcomes in this unit. You will need to critically reflect on what you have learned in the unit, and the experience gained through your PACE activity. Then effectively communicate your capabilities and how your perception of them has changed over the course of the unit.

On successful completion you will be able to:

- Critically reflect on the core knowledge and skills you have developed throughout your university course.
- Effectively communicate your professional capabilities to potential colleagues and employers.
- Apply your core knowledge and skills to real-life tasks.
- Articulate and demonstrate how engaging with others can contribute to the well-being of people, communities, and the planet.
- Identify how to integrate your discipline-specific knowledge and transferable skills to embark on your chosen career path.

[1] If you need help with your assignment, please contact:

- the academic teaching staff in your unit for guidance in understanding or completing this type of assessment
- the Writing Centre for academic skills support.

[2] Indicative time-on-task is an estimate of the time required for completion of the assessment task and is subject to individual variation

Delivery and Resources

Delivery and Resources

Coronavirus (COVID-19) Update

Any references to on-campus delivery below may no longer be relevant due to COVID-19. Please check here for updated delivery information: https://ask.mq.edu.au/account/pub/display/unit_status

BIOL3640 a series of workshops (Live Streamed, recorded and available through via Echo360 ALP on iLearn), on-line Modules and tasks, and a PACE activity. Workshops involve a lot of student engagement and regardless of enrolment type, students should continuously participate (in person or online).. There will be 2 x 1.5 hour workshops held in select weeks (weeks 1-3 & 11-12) of the session and each workshop will present new content.

The required activities will vary from week to week depending on the nature of the delivery (zoom workshop or on-line) and the timing of individual PACE activities. Please refer to the Unit Schedule on iLearn throughout the semester to confirm the delivery mode (i.e. in-class workshops, readings, on-line learning etc.). iLearn Announcements will inform of any changes to this plan.

Required and recommended reading:

There is no required text book for this unit; however, in conjunction with workshops, on-line learning, and assessments there will be a number of resources that students must read and research. With the exception of those materials which are researched independently by the student (e.g. for assessments), all resources will be made available electronically.

Workloads

BIOL3640 is a 10 credit point unit. The total workload for a standard 10 credit point unit should be a minimum of 10 hours per week throughout the semester. However, as a PACE unit there is recognition that workload may vary in comparison to traditional unit offerings. This is due to teaching delivery which is in-class, on-line and in the community, differences in timing for PACE activities, and individual styles of learning.

Also, experience has indicated that students often choose to commit more time than required to their PACE activities in response to the associated personal and professional reward and learning opportunities which could not otherwise be achieved in the classroom. With this in mind,

students should understand that workload associated with a 10 credit point unit must ultimately constitute 150 hours in total. The following workloads hours apply to BIOL3640 with the recognition that some variation may occur:

Workshops and associated preparation (i.e. review of online resources): 36hours

PACE activity: approximately 70 hours Assessments: 32hours Private study and reflection: 12hours

Keeping track of PACE activity hours:

It is recommended that students maintain some sort of record (in hard or soft copy) that charts the number of hours they complete over the course of their PACE activity as well as key events and learning. This is to foster student learning and achievement - there is no formal log book or requirement for students to submit evidence of having completed the 70 hours of their PACE activity. Instead, a student's progress of their PACE activity will be monitored throughout via information provided in assessments as well as direct communication by FSE PACE staff with students and their PACE activity supervisor.

You may want to consider having a spreadsheet as outlined below. It is not necessary to have your supervisor sign off on your hours, but many students ask about it so we have made a mock up below:

Date	Time start	Time end	Hours	What did I learn
10/4/21	9:00	17:00	8:00	
11/4/21				
12/4/21				
13/4/21				
14/4/21				
15/4/21				
Student name _____				
Supervisor name _____				
Supervisor signature _____				

Roles and Responsibilities of PACE partners:

Host a student or group of students to undertake a PACE activity; Work with the University (and/or the student where appropriate) to design a PACE activity that satisfies the needs of the partner and the academic requirements of the unit; Nominate a supervisor who will provide support and supervision to the student/s; Provide sufficient resources/facilities for the student/s to undertake the PACE activity; Provide the student/s with an orientation at the beginning of the PACE activity informing them about: work health and safety requirements; emergency procedures; harassment, bullying and anti- discrimination policies; dress standards; confidentiality and privacy requirements; internet policies and ethical guidelines; any special training required for their role; Negotiate in good faith with the student/s if it is considered that their work during a PACE activity will, or is likely to generate Intellectual Property rights, and if required, enter into a separate agreement with the student/s relating to Intellectual Property rights ownership; Provide the required Work Health and Safety information to the University to enable the University to complete a risk assessment of the PACE activity prior to the student/s commencing the activity. This will include completion of a short WHS survey about the environment where the student will be working when based with the partner organisation; Comply with the Work Health and Safety laws of the state or territory where the PACE activity will be undertaken; Advise the University and the student/s of any necessary clearances that the student/s will need to undertake the PACE activity (e.g. working with children check, police checks, vaccinations); Acknowledge, where possible, the student's role in authoring or contributing to any materials produced during the PACE activity; Provide the student with feedback on their work and help them to resolve any difficulties they experience; Contact the Unit Convenor or Faculty PACE Manager as soon as possible, should there be any changes or issues relating to the agreed activity or the student's participation.

Unit Schedule

Week	Date & Time	Workshops and On-line Modules	Mode of delivery	Required resources/ workshop prep	PACE activity	Assessment
1	Monday 4-5:30pm 22/2/2021	Who do you think you are? (BIOL3640 and your employability)	Via Zoom	Prior to the workshop read: BIOL3640 unit outline	Generally most PACE activities do not commence prior to, or during Week 1 of S2. If you need to start by this time, please ensure you consult with the FSE PACE Team well in advance of session start	
1	Wednesday 4-5:30pm 24/2/2021	Are you experienced? (Exploring your Capabilities & Reflection Part I)	Via Zoom	Prior to the workshop read: (1) Pages 5-7 of the unit outline		Assessment 1: iLearn Post 1 due by Friday 26/2/2021, 10:00

2	Monday 4-5:30pm 1/3/2021	Impostor syndrome? (Career Skills: writing effective cover letters)	Via Zoom	Prior to the workshop read: (1) How to write a cover letter' (Gallo, 2014); (2) Using the STAR technique to shine' (Higgins, 2014); (3) How to master the STAR method' (Simpson, 2018)	PACE activities may commence if confirmed by the FSE PACE Team.	
2	Wednesday 4-5:30pm 3/3/2021	What's in it for everybody? (Reciprocity and Mutual Benefit)	Via Zoom	Prior to the workshop read: 'Language Matters: Reciprocity and Its Multiple Meanings' (Hammersley, 2017)	Ongoing	
3	Monday 4-5:30pm 8/3/2021	Expect the unexpected! (PACE Ethical Practice Part I)	Via Zoom	Prior to the workshop read: (1) the NHMRC Preamble; Then complete: (2) The Trolley Problem (online exercise)	Ongoing	
3	Wednesday 4-5:30pm 10/3/2021	Tell us what you really know (Communicating Science)	Via Zoom	Prior to the workshop read: (1) 'The Higgs Boson: Why Should You Care?' and (2) 'Higgs Boson: Failure to Communicate'	Ongoing	
4	15/3/2021 or as your schedule allows	See yourself in a broader context (Introduction to Social Inclusion)	Online Module 1- private study	Resources as listed in iLearn – students must work through all independently	Ongoing	
4	17/3/2021 or as your schedule allows	Grappling with the 'grey areas' (PACE Ethical Practice Part II)	Online Module 2 - private study	Resources as listed in iLearn – students must work through all independently	Ongoing	
5	22/3/2021 or as your schedule allows	Contemplating your options (Reflection Part II)	Online Module 3 - private study	Resources as listed in iLearn – students must work through all independently	Ongoing	
5	25/3/2021 or as your schedule allows	Now what? (Career Skills: translating experience to outcomes)	Online Module 4 - private study	Resources as listed in iLearn – students must work through all independently	Ongoing	
6	as your schedule allows	No classes	Private study		Ongoing	Assessment 2: Short Essay due Sunday 2/5/2021, 23:59
7	as your schedule allows	No classes	Private study		Ongoing	

Mid-session break		No classes	Private study			
8	as your schedule allows	No classes	Private study		Ongoing	
9	as your schedule allows	No classes	Private study		Ongoing	
10	as your schedule allows	No classes	Private study		Ongoing	
11	Wedneday 4-5:30pm 19/5/2021		Via Zoom		Ongoing	Assessment 1: iLearn post 2 due by Friday 22/5/2021, 10:00
12	Monday 4-5:30pm 24/5/2021	Objects in mirror are closer than they appear (Challenging ways of seeing, thinking, doing, and being)	Via Zoom		Ongoing	
12	Wednesday 4-5:30pm 26/5/2021	The Butterfly Effect (Unit de-brief and Overview)	Via Zoom		Ongoing	
13			Private study		Activities need to be wrapped up by the time the Reflective Praxis is submitted unless otherwise agreed upon.	Assessment 3: Reflective Praxis due by Wednesday 2/6/2021, 23:59

Policies and Procedures

Macquarie University policies and procedures are accessible from Policy Central (https://policies.mq.edu.au). Students should be aware of the following policies in particular with regard to Learning and Teaching:

- Academic Appeals Policy
- Academic Integrity Policy
- Academic Progression Policy
- Assessment Policy
- Fitness to Practice Procedure
- Grade Appeal Policy
- Complaint Management Procedure for Students and Members of the Public
- Special Consideration Policy

Students seeking more policy resources can visit Student Policies (https://students.mq.edu.au/su

pport/study/policies). It is your one-stop-shop for the key policies you need to know about throughout your undergraduate student journey.

To find other policies relating to Teaching and Learning, visit Policy Central (https://policies.mq.edu.au) and use the search tool.

Student Code of Conduct

Macquarie University students have a responsibility to be familiar with the Student Code of Conduct: https://students.mq.edu.au/admin/other-resources/student-conduct

Results

Results published on platform other than eStudent, (eg. iLearn, Coursera etc.) or released directly by your Unit Convenor, are not confirmed as they are subject to final approval by the University. Once approved, final results will be sent to your student email address and will be made available in eStudent. For more information visit ask.mq.edu.au or if you are a Global MBA student contact globalmba.support@mq.edu.au

Student Support

Macquarie University provides a range of support services for students. For details, visit http://students.mq.edu.au/support/

Learning Skills

Learning Skills (mq.edu.au/learningskills) provides academic writing resources and study strategies to help you improve your marks and take control of your study.

- Getting help with your assignment
- Workshops
- StudyWise
- Academic Integrity Module

The Library provides online and face to face support to help you find and use relevant information resources.

- Subject and Research Guides
- Ask a Librarian

Student Services and Support

Students with a disability are encouraged to contact the Disability Service who can provide appropriate help with any issues that arise during their studies.

Student Enquiries

For all student enquiries, visit Student Connect at ask.mq.edu.au

If you are a Global MBA student contact globalmba.support@mq.edu.au

IT Help

For help with University computer systems and technology, visit http://www.mq.edu.au/about_us/offices_and_units/information_technology/help/.

When using the University's IT, you must adhere to the Acceptable Use of IT Resources Policy. The policy applies to all who connect to the MQ network including students.

Changes since First Published

Date	Description
03/02/2021	SC linkage