

CHEM 7P95 – Graduate seminar II

Seminar Coordinator: Dr. Melanie Pilkington

Contact details: Office CRN 410

Tel: Ext: 3403 **Email:** mpilkington@brocku.ca

Location/Time of departmental seminars: MC H313, Fridays 12-1pm

See departmental website for a list of current speakers and any alterations to the normal seminar schedule. Make sure you have been added to the graduate emailing list so that you are informed of upcoming seminar presentations. If you are not on this list contact Beulah Alexander at balexander@brocku.ca.

Course pre-requisites – Graduate credit in CHEM 5P95 – Graduate seminar I; enrolment in Chemistry Ph.D program.

Timeline – Once registered for this course it is anticipated that students will normally complete CHEM 7P95 within two consecutive terms for which the course is being offered. Barring rare and extenuating documented circumstances, the seminar coordinator will only award one in progress (IP) grade for this course. Ph.D students are normally required to complete CHEM 7P95 before registering for their candidacy exam.

Contact Dr. Pilkington the term before you plan to give your seminar to make sure a slot has been reserved for you in the departmental seminar program. Once the title for your seminar has been approved by your supervisory committee inform Dr. Pilkington of the title so that she can update the information on the departmental website and advertise the seminar through the appropriate channels.

Course objectives

1. Attendance of all seminars given by invitees to the departmental seminar series as well as the CHEM 5P95 and 7P95 seminars presented by chemistry graduate students. Graduate students need to make sure they register attendance by signing the sheet provided by the seminar coordinator. Students need to attend **a minimum of 10 seminars** in order to successfully complete the seminar attendance part of the course.
2. A 40 min. lecture on a research topic approved by the candidates' supervisory committee to be scheduled and presented as part of the Friday departmental seminar series. The chosen topic should not be too close to the candidates' research project. Candidates should be prepared for a 10 minute period of discussion and questions from the audience and members of the supervisory committee immediately following the seminar. The seminar should be prepared at a suitable level for a broad audience who are not necessarily experts in the chosen topic.

Breakdown of Marks

A CR (Credit) or NC (No-Credit) grade will be awarded for this course. Students must pass **both Parts** of the course in order to be awarded a credit.

The breakdown of the final grade is as follows:

Attendance – Pass (attendance at 10 or more seminars) or **Fail** (barring rare and exceptional documented circumstances), attendance at less than 10 seminars, (accumulated over two consecutive offerings of the course)

Seminar – Pass or Fail. For the seminar, the passing grade is 70% or above.

Students who Pass the Attendance and Seminar components will be awarded a CR(credit) grade. Those who Failed one of these components will be awarded a NC (No-credit) grade.

Breakdown of marks awarded for the 40 minute seminar:

40% PowerPoint slides – Marks will be awarded for the clarity of the slides. Has the topic been referenced adequately and correctly? Is the style and content of the slides appropriate?

40% Presentation – Marks are awarded for the quality of the presentation which includes the clarity of the speaking and the ability to address the topic in a logical and thorough manner at an appropriate scientific level. Has the candidate addressed the topic given in the title of the presentation? Has the candidate presented the research topic in a timely fashion?

20% Ability to handle questions and the discussion section. Has the candidate demonstrated a knowledge and broad understanding of the topic? Is the candidate able to think critically and participate in the discussion?

Assessment of Seminar

The seminar will be graded by each member of the supervisory committee. If a member of the committee is absent; the seminar coordinator will either seek a suitable replacement or step in as a replacement member of the committee and evaluate the students' performance. The median grade awarded by the members of the supervisory committee will be calculated and awarded as the final grade for the seminar. Photocopies of marks and comments awarded by each member of the supervisory committee will be made available to students after the seminar. Members of the audience will also be invited to write and submit constructive comments regarding the content and delivery of the seminar. All feedback will be collected by the seminar coordinator and forwarded to the student.

A sample of the mark sheet provided to the supervisory committee is provided below:

Mark sheet for CHEM 7P95 - Graduate Seminar II

On completion please hand into the seminar coordinator Dr. M. Pilkington.

Candidates Name -----

Date -----

Seminar Title-----

Supervisory Committee members name -----

Please award a grade considering the following criteria

1. Slides /40

Award a mark out of 40 assessing the content, subject matter, clarity and appropriateness of the slides presented.

2. Presentation , content and subject matter /40

Award a mark out of 40 assessing the clarity of the delivery, ability to address the topic, appropriate scientific level and timeliness of the presentation.

3. Ability to handle questions and participate in a discussion /20

Award a mark out of 20 assessing how competently the candidate is able to respond to questions and participate in any discussion related to the research topic.

Total seminar component grade awarded /100

Please circle which is appropriate PASS / FAIL

(Please note that students are required to receive a grade of 70 % or higher in order to pass a graduate course)

Additional notes/comments you wish to share with the candidate

Penalties

Attendance

1. If a graduate student is absent for an extended period of time during the fall or winter semester it is his/her responsibility to inform the seminar coordinator. A sick note will be required if a student is consistently absent from the seminar series due to illness. Should a student spend a semester as an exchange student at another University it is his/her responsibility to inform the seminar coordinator and make arrangements to attend research seminars at the host University. The number of seminars attended, specified in a letter from the supervisor at the host institution, will be required.

Seminar

1. Students who speak for considerably less or more than 40 ± 5 minutes will be penalized.
2. If the members of the supervisory committee consider the seminar to be problematic and/or below standard, the student may be asked to repeat the seminar and select an alternative topic.
3. If the student has repeated the seminar and the grade awarded is still below 70%, the student will receive a Non Credit (NC) grade for the course.
4. If the student fails to show up to present his/her seminar without due notice and there are no extenuating circumstances, then the student will be awarded a Non Credit (NC) grade for the course. Students are required to give the seminar coordinator and members of their supervisory committee at least one week notice if they wish to cancel their seminar.