



Weekly Bulletin for Department & Program Heads

Number 6: Tuesday 4 December 2007

Textbooks

Orders and delivery arrangements for next term's textbooks have been expedited. Orders are being done by phone rather than paper or email so quick response/fill is anticipated. Delivery is by air rather than surface mail. A reminder of the note sent out a week ago: any new or recent textbook orders (those from recently appointed sessional lecturers, for example) should be sent to bookstore@uregina.ca using the form available at <http://www.uregina.ca/bookstore/faculty/adoption-form.shtml>.

Instructors who wish to enquire about the status of their textbook orders should email the same address: bookstore@uregina.ca.

Welcome: Connie Novitski

The Student Services Office is delighted to welcome *Connie Novitski* to its staff. Connie is already very familiar with many of our administrative procedures, having worked at the University for the past several years in a variety of clerical appointments (most recently in the Music Department). As her new appointment is permanent, she brings some welcome stability to the front-counter staff in the Student Services Office. We look forward to working with her.

Undergraduate Calendar updates and corrections

Please remember to check your Department's section of the 2007-8 *Undergraduate Calendar* for any necessary updates and corrections. While the deadline has passed for getting program changes into the 2008-9 calendar, any improvements to presentation or style would be greatly appreciated. Kevin O'Brien in the Student Services Office needs to have your edits by 14 December at the latest.

Arts PhD candidate appointed deputy minister

Terry Coleman, former Chief of Police in the City of Moose Jaw and currently a special-case PhD candidate in the Police Studies program, has been appointed deputy minister of the expanded Ministry of Corrections, Public Safety and Policing. He replaces Terry Lang, who will move to the Ministry of Municipal Affairs and is to serve as a special advisor to the Ministry of Corrections, Public Safety and Policing, focusing on the integration of policing and the Corrections Facilities Initiative.

Colleen Murphy wins Governor General's Award

Cameron sent out the following note to members of the Department of English last week, and I thought the news would be of interest to all of you: "I am very pleased to note that *Colleen Murphy*, our last year's Playwright in Residence, has won the 2007 Governor General's Award for English Language Drama, for her play *December Man*. In the short period Colleen was here in Regina, she had a huge impact on the department, the university, and the writing community. It is gratifying to see that Colleen has received national recognition for her courageous and passionate work on the Montréal Massacre."

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### **Faculty recruitments: update**

In keeping up with the applications Lynn and I have been greatly helped by *Carol Bareham*, an out-of-scope staff member from University Relations, who has been assisting in the Dean's Office part-time for the past week. Thanks, Carol, for all your filing and recordkeeping!

With Sandy Crawford back at her desk, we are receiving and sorting the last batch of applications. Though the deadline was Friday, we are allowing several days' grace because of delays with couriers and packages. Some applications have already been transferred to Departments; the others will follow tomorrow. *Please note that the files have not been copied, and it is therefore essential that they are retained in a safe place in your department. We will need everything back once the shortlists have been approved.*

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Next Dean's Executive: Wednesday 12 December

Please mark your calendars for the next meeting of Dean's Executive, which takes place on Wednesday 12 December at 2:30 p.m. in NR 210.7. It will be followed by wine and cheese in the University Club. New faculty appointees have been invited to the wine and cheese.

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### **Final exams**

Please review the Final Examination Schedule for your area to ensure that it is correct (this task hasn't been handled by the persons normally responsible for it in the Registrar's Office, so mistakes may have crept in). The schedule may be viewed at <http://www.uregina.ca/compserv/postcard/> .

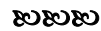
Please ensure that exam booklets (and of course final exam questions) are kept in a secure location. Instructors should (as is usually the case in most of our departments) take exam booklets with them to their exams. If your Department office is short of booklets, please call us at 4895 and we will get some to you.

Kindly ask your instructors to inform their students in class of the date, time, and location of the final examination for their section and urge students to learn the relevant policies and procedures for final examinations (available online at [http://www.uregina.ca/gencal/ugcal/attendanceEvaluation/ugcal2007\\_59.shtml](http://www.uregina.ca/gencal/ugcal/attendanceEvaluation/ugcal2007_59.shtml) ).

Instructors should contact Rick as soon as possible if any of their students require special permissions/arrangements for, or deferrals, of an examination. Please also notify Rick if you learn of any rooms that have been booked to accommodate exams for students with disabilities. These rooms will

not be on the Registrar's Office exam schedule and so may not be open on the night of the exam. If we know about any special exam arrangements we can make sure that rooms will be unlocked at the necessary times.

Instructors can help protect against academic misconduct by bringing a class roster to the examination room to record attendance. Students should be asked to show their ID before they are allowed entry to the room. It is also important that after the exam instructors collect any blank booklets left over.



### **President's Fund/SSHRC General Research Fund Recipients**

Congratulations to Arts members who were successful in the most recent competition for these funds:

- **Heather Price and Tom Phenix:** \$4,420.00 for "The impact of retrieval-induced forgetting on grade-school students"
- **Kristi Wright:** \$4,601.12 for "Examination of the utility of respite services for parents of children with ADHD"
- **Ken Leyton-Brown:** \$4,278.70 for "Legal history of Chinese in Saskatchewan"
- **Gedis Lankauskas:** \$4,992.00 for "Modernity, morality and Pentecostal 'civil society' in postsocialist Lithuania"
- **Nick Jones:** \$4,984.00 for "The adjudication of Rwandan genocidaires in the Canadian courts"
- **Annette Desmarais:** \$4,902.00 for "Developing an international participatory research agenda and protocol with La Via Campesina"

