

Important Dates

Tuesday, May 7

Levene Luncheon

11:30 a.m. at Conexus Arts Centre

Tuesday, May 7

Levene Advisory Board Reception

4:00 p.m. in ED 562

Wednesday, May 8

Campus Visit by Strategic
Management Candidate,

Gina Grandy

10:00 – 10:30 a.m. Coffee

Reception in ED 562

1:00 – 2:00 p.m. Research

Presentation in ED 514

Wednesday, May 8

Campus Visit by Strategic
Management Candidate,

Albert James

10:00 – 11:00 a.m. Research

Presentation in ED 558

2:00 – 2:30 p.m. Coffee Reception

in ED 562

Monday, May 13

Ivey Case Workshop

8:00 a.m. – 12:00 noon in ED 514

Tuesday, May 14

Ivey Case Workshop

8:00 a.m. – 12:00 noon in ED 514

Tuesday, May 14

APT & CUPE Staff Meeting

2:00 – 3:30 p.m. in ED 560

Monday, May 20

Victoria Day – University Closed

Wednesday, May 22

CEO Advisory Circle transition
meeting to Leaders Council

Dean's Message

Could it be? Is it here? I think we are into spring! I hope everyone had a wonderful weekend, and looking forward to a seasonal week. This week will be full of activity at the Faculty. Please make a point of meeting our two candidates for the position of Strategic Management. Schedules for each are noted in the important dates column to the left. Also, **Ken Levene** will be in town Tuesday for the luncheon, Advisory Board meeting and a reception. So, hopefully you have an opportunity to meet him in person to extend a welcome. Finally, I want to remind all faculty of our case writing and teaching workshops scheduled for next week. All faculty are encouraged to attend, that includes anyone that has had experience in teaching or writing cases in the past. **Jim Hatch** from Ivey will be conducting the workshops and he has indicated to me that the sessions will be most rewarding if it includes a diversity of experience involving business cases. Have a great week!

Strategic Management Campus Visits

The faculty is bringing our final two candidates for campus visits for the Strategic Management tenure-track position this week.

- Wednesday, May 8
 - **Gina Grandy** (PhD from Northumbria University in England)
 - 10:00 – 10:30 a.m. Coffee Reception in ED 562
 - 1:00 – 2:00 p.m. Research Presentation in ED 514
- Thursday, May 9
 - **Albert James** (PhD from University of Alberta)
 - 10:00 – 11:00 a.m. Research Presentation in ED 558
 - 2:00 – 2:30 p.m. Coffee Reception in ED 562

All faculty members are encouraged to attend the presentations and coffee receptions for each of the candidates to provide feedback to **Andrew Gaudes**.

Levene Advisory Board Reception

A reception is scheduled for Tuesday, May 7 at 4:00 p.m. in ED 562 where faculty members will be able to meet and visit with **Kenneth Levene** and our current **Levene Advisory Board**. We hope that many Faculty members are able to attend.

YWCA Woman of Distinction

Congratulations to **Lisa Watson** who was nominated for a YWCA Women of Distinction Award in the category of *Education & Mentorship*. We are thrilled to have another one of our faculty members honoured in this way! Congratulations Lisa!

Important Dates

(continued)

Friday, May 24

Faculty Council Meeting
10:00 a.m. – 12:00 noon in ED 623

Wednesday, June 5

Academic Achievement
Celebration
10:00 – 11:00 a.m. in CK Gym 3
(east section of the gym)

Ivey Case

Workshops

The Faculty will be putting on an Ivey Case Teaching and Writing Workshop. Confirmed dates are:

- Mon., May 13 - 8:00 am - 12:00
- Tues., May 14 - 8:00 am - 12:00

Both sessions will take place in ED 514. The workshop will consist of a case teaching module and a case writing module. The expectation would be that interested Faculty would attend both morning sessions. Please let **Kelly-Ann McLeod** know if you are interested in attending.

Conference

Presentations

Morina Rennie presented the paper, "An advancement in an accounting technology as an aid to shaping a governable domain" (co-author Ron Baker) at the Alternative Accounts 2013 Conference in Toronto in April.

Walk-Ins

This week's walk-in hours for Faculty and Staff with **Dean Andrew Gaudes** will be:

- Mon., May 6 – 8:30 – 9:30
- Tues., May 7 – 8:00 – 9:00
- Wed., May 8 – 10:30 – 11:30
- Thurs., May 9 – 8:00 – 9:00

New Name Tags

The Faculty has ordered new name tags for all Faculty and Staff members. You will find your new name tags in your mail boxes at the end of the day on Monday (May 6). Please wear these name tags to events from now on and retire all old versions of name tags that you may have. If you are attending the Levene Luncheon on Tuesday, please ensure you are wearing your new name tag.

Committee Representatives

The Nominating Committee will be meeting to make recommendations for filling vacancies on faculty committees and representation to other academic units for 2013-2014. An email was sent out on May 3 requesting information regarding your preferences for committee membership.

The current committee membership and the committee terms of reference are available in the faculty information page on the faculty of Business Administration homepage (www.uregina.ca/admin).

Please email **David Senkow** your preference for each category outlined in the email by **4:30 p.m. on May 15, 2013**.

Boarding Passes & Reimbursement Claims

As most of you are aware, the University's policy has been that boarding passes must be included with reimbursement claims in order to get reimbursed for plane travel. However, the increasing use of QR codes on smart phones to replace hard copies of boarding passes has resulted in a need to revise that policy. Financial Services now recognizes that you may not have a hard copy boarding pass, so it is not required for most reimbursement claims. The exception to this is claims submitted under Tri-Council Funding: **you must still submit a hard copy for reimbursement from any Tri-Council fund**. If all you have is a QR code on your phone, do a screen capture, email it to yourself and print it off to attach to the claim.

TAs vs RAs

Teaching Assistants will be assigned for the spring/summer semesters shortly. Regular duties for TAs include marking quizzes, midterm exams and assignments.

If you are wanting to hire a **Research Assistant**, and have more than 25 hours work over a semester for a student, the job must be posted for a week. The deadline to get students set up on payroll is usually the 12th of each month – this means that job postings should be done by the first of each month. Keep the end date of the appointment in mind – students can be extended but you must request the extension. Check with the Faculty Administrator, **Devon Anderson**, for more information. ***Please remember that RAs are hired to carry out research tasks only. They should not be given tasks relating to teaching, such as correcting assignments and the like.***

The Faculty policy is that students should NOT be used to mark final exams (this includes TAs and RAs).

If you require clarification on the difference between TAs and RAs please contact Brian, Devon or Raelynn.