

## Important Dates

**Tuesday, April 1**

Mentorship Thank You Event

**Friday, April 4**

BSS Meet & Greet Breakfast  
10:00 – 11:00 a.m. in ED 562

**Friday, April 4**

Teaching Workshop  
11:30 – 12:30 in ED 514

**Friday, April 4**

Research Roundtable  
2:00 p.m. in ED 560

**Friday, April 4**

BSS Spring Gala

**Thursday, April 10**

APT & CUPE Staff Meeting  
9:00 – 10:30 a.m. in ED 560

**Friday, April 11**

Faculty Forum  
Travelodge Hotel

**Friday, April 11**

Research Presentation by  
Dr. Armann Ingolfsson  
2:00 – 3:00 p.m. in ED 558

**Friday, April 18**

Good Friday – University Closed

**Friday, May 2**

Faculty Council Meeting  
10:00 a.m. – 12:00 noon in  
Ad Hum 527 (President's Boardroom)

**Friday, May 2**

Staff Appreciation Potluck  
12:00 noon in ED 562

**Wednesday, May 7**

Levene Dinner  
Queensbury Centre

## BSS Meet & Greet Breakfast – April 4

On Friday, April 4th the BSS Executive is hosting a faculty and staff appreciation breakfast at 10:00 a.m. in ED 562. The breakfast is in appreciation for all of the help provided throughout this academic year. If you plan to attend you must RSVP to **Melanie Parisian** by 4:00 p.m. on March 31.

## Teaching Workshop – April 4

The Faculty will be hosting the final Teaching Workshop of Spring 2014:

**Date:** Friday, April 4

**Time:** 11:30 – 12:30 in ED 514

The topic of the workshop is "Exam Preparation, Management, and Delivery" with Brian Schumacher leading the discussion. Brian will talk about handling and covering exams, addressing misconduct in the exam rooms, managing exams, and future opportunities for common exams. This will be a "Lunch & Learn", so if you plan to attend you must RSVP to **Melanie Parisian** by noon on 4:00 p.m. on March 31 to ensure there is enough food for those in attendance.

## Research Roundtable – April 4

A Research Roundtable is scheduled for April 4 at 2:00 p.m. in ED 560. The topic for the meeting will be "Sharing Insights: My Experience on a SSHRC Adjudication Committee" led by **Adrian Pitariu**.

## Long Service Awards

The University of Regina's Long Service Recognition Awards took place on March 20. Members of the Faculty of Business Administration who were honoured include: **Sandra Steen** for 15 years of service, and **Magda Cismaru, Lindsay Eastman** and **Melanie Parisian** for 10 years of service.

## 5 Days for the Homeless

Congratulations to the BSS for hosting another successful 5 Days for the Homeless! This year the initiative raised \$25,681.57 for Carmichael Outreach Centre in Regina. Thanks to the participants – **Lynn Barber, Greg Duck,**



**Brook Patterson, Liam McKinnon** and **Christina Miles**, to the coordinators **Brill Sandercock** and **Petra Andrews**, to the organizing committee and to the volunteers for making the initiative a success! Thanks also to faculty and staff for their donations and support, and to **Jeanna Kozan** and **Andrew Gaudes** (among others) who spent a night out with the participants!

## Legacy Rings

The Faculty is excited to have Hillberg & Berk on board as the designer and supplier of the Rings for our Hill Legacy Program.

## Faculty Planning Session – April 11

The Faculty will be holding a Planning Session on:

**Date:** Friday, April 11

**Time:** 8:00 a.m. – 1:00 p.m.

**Location:** Travelodge Hotel, Cumberland Room - 4177 Albert Street South

All Faculty members, CUPE and APT staff are expected to attend so please “save the date” in your calendars. The agenda will be coming soon.

## Staff Appreciation Potluck – May 2

We are fortunate in the Faculty of Business Administration to have an amazing team of staff. Without them, we can only imagine how lost we'd be. In recognition of their tireless help and support, we are pleased to announce that our Annual Staff Appreciation Potluck lunch will be taking place on May 2, after the Faculty Council meeting. For those faculty members who would like to contribute, please use the following link to indicate your name and what you will bring: <http://goo.gl/oXV9FO>. We're looking forward to seeing you all there to celebrate our wonderful staff!

## Walk Ins

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

- Tues., April 1 – 2:30 - 3:30 pm
- Wed., April 2 – 10:30 - 11:30 am
- Thurs., April 3 – 3:00 - 4:00 pm

## Keg-a-Rama

The Faculty's “We Mean Business” Keg-a-Rama lumberjack team consisted of **Melanie Parisian, Raelynn Moorhead, David Senkow, Andrew Stevens, Sean Tucker, Mike Jesse, Preston Norbeck, Mike Parisian, Adam Pasiechnyk, Elise Gagnon**, and honorary member **Kelly-Ann McLeod**. Thanks to everyone who participated on the team and donated towards the Faculty's total! Overall the event was a huge success raising a total of \$14,957 for the Regina Firefighters Burn Unit.



## ICBC & JDC West Student Recruitment

Case competition recruitment for the ICBC and JDC West is now underway! Our teams are only as strong as our applicant pools and one of our most successful forms of recruitment is personal encouragement from faculty.

Please personally encourage 5-7 of your best students to apply.

**ICBC:** Students should have solid grades (75%+) and be conscientious, highly motivated, and good writers, but may be more introverted than students who participate in JDC West. Please send your recommendations to **Sean Tucker**.

**JDC West:** Please encourage strong upper year students, who are quick analytic thinkers and work well in high energy environments to apply. Don't assume! Many students in 4th year classes are either in 3rd year or remain for a 5th year. Don't delay! The JDC West application is available online at <http://tinyurl.com/HillJDCW-TeamApp>. The deadline is April 11.

**New! "Shadow Teams":** Students who are early in their programs can now apply to take BUS 435 AQ without being on the JDC West team as a way to gain advantage when applying to future teams. Students can either complete the JDC West application form or email **Lisa Watson** directly to learn how to apply. Please promote this new opportunity in BUS 100 and 2nd year classes! Note that students who have taken 45 credit hours or less must have a suitably strong academic record to be considered.

## APEA & Expense Claims

April 30, 2014 is the University's 2013-2014 fiscal year-end. It is important that you claim your 2013-2014 Accountable Professional Expense Account (APEA) and other expenses by April 30. Please submit reimbursement claim forms and supporting receipts to **Janeen Brown**.

Generally, expenses must be claimed within the fiscal year in which goods or services are received. If your receipts are dated within the 2013-2014 fiscal year, claims must be made by April 30.

The academic collective agreement permits the carry-over of unspent APEA funds to the next fiscal year. The total available for spending within your account cannot exceed three years worth of APEA allocation. The annual APEA allocation is currently \$1,500 for faculty members; this means you can't have an available APEA fund in excess of \$4,500 (\$1,500 x 3) once your carry-forward has been brought forward.

For more information on year-end procedures, APEA regulations, or reimbursement claim forms please go to

<http://www.uregina.ca/fs/employees/index.html> and find the relevant button on the left-hand side.