

Important Dates

Friday, April 17

Faculty & Staff meeting
11:15 am – 1:00 pm
Keep this in your calendars as it will switch to a virtual session

Wednesday, May 6

EMBA Research Day
CANCELLED

Friday, May 8

Faculty & Staff Annual Planning
Away Day
Time & Location tba

Monday, May 18

Victoria Day – University Closed

Wednesday, July 1

Canada Day – University Closed

Monday, August 3

Saskatchewan Day –
University Closed

Monday, August 31

First Year Orientation

Monday, September 7

Labour Day – University Closed

Monday, October 12

Thanksgiving – University Closed

Wednesday, October 14

Hill Dinner

Friday, October 16

Fall Convocation

Wednesday, November 11

Remembrance Day –
University Closed

Sat. Nov. 7 – Sat. Nov. 14

Winter Break

COVID-19 Updates

ONLINE FINAL EXAMS

To assist faculty a new web page for online exams related to the 2020 Winter semester has been created at <https://www.uregina.ca/remote-teaching/exams.htm> This page is designed to provide advice, guidance and support for instructors in their construction and use of online exams. In addition, a practice exam has been created at <https://urcourses.uregina.ca/course/view.php?id=16143> to allow instructors and students the opportunity to experience various exam question types and confirm that their choice of device will be suitable to complete an online exam.

A team of volunteer staff, trained by Flexible Learning has been assembled, to provide one-on-one support for online exam construction. Contact the IT Support Centre (it.support@uregina.ca or 306-585-4685) for assistance in exam construction.

MUST PASS PROVISIONS

Please reconsider the use of MUST pass finals or similar provisions. In ‘regular’ semesters many instructors include a ‘must pass final’ clause or other similar clauses (e.g., in order for students to pass the course they must do so on the individual components). If a student fails to meet these requirements, it would result in you submitting a NP grade for a student. These are not unreasonable expectations. However, in this current semester, if students receive a NP grade they will be ineligible for the COVID-19 grading options. We ask that you consider relaxing or removing such clauses for this semester.

GRADING FOR THE SEMESTER

The University is providing students with additional grading options given the COVID-19 situation. Instructors will continue to grade courses with a numeric grade and will submit a numeric grade as the final mark.

Students will then have until May 31 to decide if they will stick with their numeric grade or replace numeric final grade they receive in a course with a COVID-19 non-numerical grade.

If students have questions about the option they should take direct them to their advisor to discuss.

CAMPUS ACCESS

Beginning Monday, April 13, the University will take steps to further protect those working on campus by limiting access to our buildings by the public. Additional doors will be locked in order to maintain the safety and security of those who continue to work or live on campus.

Access will continue to be fully available to employees requiring it from 7:00 am until 8:00 pm daily. The number of exterior entrances will be limited to three: the Riddell Centre (West doors); Ad Hum (North doors); or Education (South doors) only. Maps highlighting those locations have been posted on the University’s COVID-19 website:

<https://www.uregina.ca/covid-19/html>. Student employees, supported by campus security, will be stationed at those locations to ensure those entering have reason to be there.

Please bring University or government-issued identification. Faculty and staff who already have key or card access will notice no change and can continue to access their buildings and offices. All employees however, are asked to minimize their trips to the University, keeping them both brief and for essential reasons only. While on campus, please practice physical distancing.

Should you require urgent access outside of these hours, please contact Campus Security at 306-585-4999.

In the News...

Gord Pennycook's research was interviewed on:

- *New York Times* on April 8:
<https://www.nytimes.com/2020/04/08/world/europe/coronavirus-conspiracy-theories.html?smtyp=cur&smid=tw-nytimesworld>
- *CTV Morning live* (Saskatoon) on April 7:
<https://saskatoon.ctvnews.ca/top-and-think-u-of-r-prof-explains-how-to-check-covid-19-information-1.4886605>
- *BBC* on April 6:
<https://www.bbc.com/future/article/20200406-why-smart-people-believe-coronavirus-myths>

Enactus Regina's SaskMasks project was featured on:

https://beta.ctvnews.ca/local/regina/2020/4/13/1_4894701.html?fbclid=IwAR0rGbWe67TSEDkvnsiMgyz-XhKkmkKkyszuYXJHH6tf3o-TFmRSML4bM24

Spring/Summer 2020 TAs & Lab Instructors

Friday, April 24 is the deadline to request a Teaching Assistant for the Spring/Summer 2020 semesters.

If you will require a TA you must send an email to Raelynn Norbeck including the following information:

- what course(s) and section(s) require a TA/marker for
- how many hours you think the TA/marker will need throughout the semester for EACH class
- any specific requirements you know ahead of time that you will need from your TA (for example: I need my TA on May XX and June XX to mark assignments, etc...)

If you have a specific student in mind that you would like us to consider for your TA position(s), please state their name in your request AND make sure they apply for a position online

<https://www.uregina.ca/hr/careers/opportunities.html> (then click on "Student Positions" and then find the posting for "Teacher Assistant Positions - FACULTY OF BUSINESS ADMINISTRATION" – the posting is still being finalized but should be posted in the next day or two) We will also be accepting applications for the Lab Instructors for BUS 285 & 385. If you know of any students who you feel would be a great fit for these positions, please encourage them to apply! They will find the posting online at the same website as above.

Zoom Security Settings

Please see here for information regarding recommended Zoom security settings: <https://www.uregina.ca/is/security/advisories/security-advisory57.html>

Reminder - submit your expense claims!

The University's fiscal year-end is April 30, so please remember to get any expense claims in no later than mid-April (sooner than that is appreciated). This includes expenses you want to claim from the Faculty's general operating fund, your general research fund, or your APEA (the deadline for tri-council funds was March 31).

Forms can be signed electronically and all receipts can be scanned – send these document to the Business.Administrator@uregina.ca email account. All original receipts (and forms) should be kept and submitted once things return to normal.

Please remember that expenses incurred in this fiscal year need to be claimed in this fiscal year.