

Meeting minutes: October 26, 2012

Cat Dale (Chair):

- Sarah from the Arnott lab wants to be the Department's PSAC Union Rep.
- Her duties would include attending Union meetings, voting on behalf of Biology at Union meetings, informing us about what happens at the meetings, and making sure our interests/concerns are presented to the Union
- Cat will create an amendment to the constitution to add her to the BiGCoW Committee

- Proposed a constitutional amendment to change the duties of the RTP Rep.
- There was some debate about what the duties of the RTP should be, especially in years like this, where there are so many things to do (hiring new faculty, tenure apps, head appointment)
- It was suggested that we organize an election to find a grad student to sit on future hiring committees, nothing in constitution says the RTP has to
- Cat will work on this, and have ready by January

- Ally was officially voted in as the Staff and Faculty Rep. We needed to give the whole department a chance to vote. 9/9 present voted in favour.

Amanda (Secretary)

- No news
- On behalf of Ally -absent(Treasurer)

- Still need last receipts from Welcome Back BBQ so that we can be reimbursed by John Topping
- Propose that we ask Eric if he can pick up big thing of coffee at COSTCO for coffee time (cheaper)

Staff and Faculty Rep Update

- Brought up committee's concerns over hiring undergrads as TA's
 - Was well-received by Staff
 - Joanne informed meeting that Winter TA-ships have been filled without needing to resort to undergrads
 - Eckert proposed "honorarium" where undergrads assist with marking in larger courses for a nominal monetary award but they would not be

designated as TA's or hold a TA-ship he and other faculty seemed supportive of a plan based on the alternatives we thought of

- Further discussions will happen surrounding this issue probably next year when Fall TA-ships are looking to be filled

- **OGS awards have changed**
 - No longer done externally
 - Queen's has been given a set number of OGS scholarships and they have distributed them to each Department based on historical numbers of OGS awards received annually by each Department
 - Biology has 6 (includes both MSc and PhD students) – will be award internally (may be a couple additional awards for International students)
 - This has just happened – there is no plan as to how these awards will be disseminated, the faculty at the meeting made it clear that they wanted to set up a fair system that would distribute the awards appropriately
 - More information on this to come as Bob Montgomerie learns more about these changes, as faculty decide how awards will be given out

- **Tutoring and TA-ing for the same course brought up**
 - You can't do this period. You may only fulfill your duties as a TA, you can't offer teaching services at an additional fee to students or the consequences will be severe as this is a huge conflict of interest/unethical
 - You may offer tutoring skills for a course you have previously TA'd/taken, whatever. There is no conflict of interest there.
 - If you are unsure, ask your supervisor.

Donya and Ariel- absent (Academic Reps)

- Can now edit the Moodle site, will send an email to Biograds to promote it's use
- Will speak to Mel about money to invite speakers here or to go speak at other schools (like the Carleton BEERS)

Steph and Courtney (Social Coordinators)

- SCB has no Halloween party this year
- Will have a movie night at 7PM in the EEB lounge instead

- Stew Day (Thurs Nov 1 – changed after meeting to the 8 to accommodate EEB being cancelled)
- Eric will check Costco for coffee and stewing beef prices

- Still have buns left, will need more
- Coffee time sign up sheet was passed around; some weeks signed up for
- Discussion about the Holiday Party; thinking Dec 7 (actually the 14 now) in Atrium or University Club; trade off between classy venue and good food. Usually a budget of about 2000\$ is provided; Rooms in JDUC also an option
- Need to go to department with a budget to show them
- One idea for an activity is photos with Santa
- Door decorating contest will remain
- Events for November Curling night or Laser Tag (latter decided upon)

Kim (RTP)

- KB is the new grad student rep on the Head's search committee
- Encourages all biograds to attend the job talks; the next position has been short listed already
- Grad students will get 1 hour with the candidates over lunch or breakfast like before

Trevor (SGPS), Kate- absent (SGPS)

- No news

Eric (Graduate Committee Rep)

- Bob sent out the reminder email about tracking our TA hours
- Filled Donya in about Grad Student Research Day

Vanya (QUBS Rep)- absent

- No news