

Meeting Minutes – October 24th, 2013

Amanda – Chair

- Received feedback from last years Grad Student Research Day via a survey completed by 16 people. Respondents were impressed by the event and found it useful for meeting and interacting with grad students from other labs, and getting to know more about the research happening here in the Queen's Biology Department. The low point of the survey was in response to the Keynote speaker, with general consensus being the need to find someone whose work bridges the gap between EEB and MCIB. Overall, respondents enjoyed the event, and would like to see it happen again, potentially as a full day event.
- Conducted votes for two vacant BGSC positions:
 - RTP Rep: Unanimous vote for Nick Cairns, who will now be our RTP Rep
 - Union Rep: Unanimous vote for Adam Meyers, who will now be our Union Rep

Veronika – Alumni

- In the process of creating a spreadsheet with past alumni contact information. Veronika has sent out an e-mail document to a selection of past alumni gauging interest in regard to sharing their experiences, post-graduation.
- Looking into other ways to populate her list of alumni

Michele – QUBS Rep

- Michelle gave a detailed account of usership at QUBS this past year. Please read detailed report in Appendix 1

Alex – Co-Chair/Secretary

- Adam Meyer has agreed to sit as a graduate student representative on the search committee for the new head of the department. Once the search committee sits Adam will update the BGSC on who the candidates for the position are

Becky & Leslie – Social Coordinators

- Elbow Lake graduate student retreat is happening next weekend (Nov 1-2)
- Halloween party at the grad club Oct 31
 - Cost is \$20 for the *whole* department. This cost is split with 3 other departments (Education, Psychology, Physics).
- Christmas Party
 - Currently looking into venues for annual Christmas party. Wallace Hall, where the party has previously been held is booked for our prospective dates, so the committee is currently looking into other

options. While past Christmas parties have been held on campus, we will also look into potential options off campus.

- Sarah Hasnain has volunteered to help plan the Christmas party

Deni – Graduate Committee Rep

- Graduate committee is currently working on policies to address graduate students who are taking on >3 TAships – more to come.
- The committee is also working towards a policy for graduate students who haven't had a committee meeting at, or near 1 calendar year after the start of their MSc or PhD. The suggested policy is that if a student fails to have a committee meeting in the required timeline that they would receive an automatic unsatisfactory. This would provide the student another 1-2 months to have a meeting, and failing this they would receive another unsatisfactory, and if that were to happen again the student would be withdrawn from the program. ***This is not official policy – details have yet to be finalized***
 - Criticism brought up by the BGSC on this potential policy is that it puts the onus *solely* on grad students and not supervisors.

James - Staff and Faculty Rep

- Property of course materials
 - While nothing official has been decided yet, there may be changes coming soon regarding the legalities of holding onto course materials for instructors (TAs). Legally TAs can only hold on to course material for 1 year. After this time *all* course material (paper or electronic) must be wiped or shredded by approved means. This includes approved shredders (biology department apparently has one), and approved computer technicians, which would mean taking the electronic device (computer, external harddrive) to the campus computer store to get properly wiped.
 - Best way forward is to use USBs for all electronic course material as they are easiest, and most convenient to be wiped, compared to personal computers
 - Rationale for this potential policy is due to potential theft of student personal info. Basically, saves the University from being sued.

Shakira – Treasurer

- Have ~\$548.00
- From two coffee times we have made ~\$55.00

Courtney and Danielle – SGPS

- Danielle has been elected as one of two faculty representatives for the newly created *Faculty of Science Graduate council*. Details of what this position entails are few right now, but we will get updated at the next meeting.

- Looking into library access for alumni who have just recently graduated. At this point still no solution for alumni, post graduation, who are still working on material benefiting Queen's (i.e. manuscripts). Will follow up.
- Transcripts
 - For students who have done all of their degrees at Queen's (undergrad *and* graduate studies) transcripts include all completed degrees on the same transcript. A policy the SGPS is looking into is to make it possible to separate transcripts, so that undergraduate and graduate transcripts are separate from one another.

Appendix 1: QUBS Summary 2013-2014

1. QUBS research this year

- 2014: 13 Queen's PIs, 28.5 students; 14 Non-Q PIs, 42.5 students
 - Queen's University
 - Carleton University
 - University of Ottawa
 - University of Toronto
 - University of Western Ontario
 - McMaster University
 - University of Windsor
 - University of Illinois
 - Ithaca College
 - Virginia Tech
 - College of DuPage
 - Environment Canada
 - Bird Studies Canada
 - Bird Ecology and Conservation Ontario
 - 3 French Interns from two French Universities

2. Hired new assistant manager

- Andrew Rodmell
- Hired as of July 14, 2014

3. QUBS open house

- 44th annual event, Sunday June 22
- 475 people
- Research themed booths/tents/displays with posters, demonstrations, kids' activities, site tour

4. Elbow Lake open house

- Sunday, May 25
- Approx. 200 people (double the previous year)
- Research-themed guided hike, natural heritage-themed guided paddle, guided facility tours, Eco-Adventure camp sign-up, seine-netting demonstration, donor plaque and ELEEC logo unveiling, refreshments

5. New library being built at QUBS

- Result of a large donation from Jessie DesLauriers, a Queen's and QUBS alumna, to honour her father, a journalist and author of outdoor books
 - o ICF foundation, super-insulated with geothermal heating

- Will house the new library plus the Fowler Herbarium (to be moved out of BioSci) on top floor
- Will provide 3 or 4 dry lab workspaces in basement (one space may be divided by a folding partition – future)
- Planning started in 2013, destruction of old Library and start of new on July 8, 2014
- Completion date projected as end October 2014

6. Field courses at QUBS (9)

- Amphibians and Reptiles – Lougheed (Q) and Blouin-Demers (Ottawa)
- Fish Ecophysiology – Cooke (Carleton)
- Communication in Birds – Ratcliffe (Q)
- Plant Sex – Eckert (Q)
- Insect Taxonomy/Ecology – Gunderman (McMaster)
- Wildlife Ecology – Bulte (Carleton)
- Lake Ecosystems – Arnott (Q)
- Field Courses (other) – 2 courses (2 weeks)
 - College of DuPage (Glen Ellyn, Illinois) -1 week May (Ludden)
 - Ecological Land Classification Course – MNRF – 1 week August (Jaggard)

7. Groups from China

- 2 groups of students 10-14 yrs, approx. 30 students/visit
- Outdoor activities, canoeing, etc.

8. Elbow Lake EcoAdventure Camp

- Several types of camps
 - 1 week leader-in-training session
 - 7 x 1-week camps
 - Weekly sessions of day camp with Thursday "family night"; typical attendance is 20-30 campers/week
- Age range of kids: 10-14 yrs for campers, 15-18 for LIT volunteers
- Activities: arts/crafts of eco-engineering focus, guest speakers (ornithology, fisheries & aquatic life, herps), games (e.g., "predator-prey", "capture-the-flag"), swimming, paddling, hiking & nature exploration

9. Dissertation on the Lake @ Elbow Lake

- Held August 25-28
- 35-40 students, mostly doctoral but some masters from a wide variety of disciplines (kinesiology & health sciences, mathematics, education, history,

- physics, chemistry, business)
- \$65/person
 - Beautiful weather & participants balanced their work to take advantage of the facility's recreational amenities (paddling, hiking, swimming, campfire)
 - Queen's photographer took photos of the event (other media attention as well)

10. Call for volunteers for Elbow Lake education programming

- Spring & fall at Elbow are geared toward biodiversity programming for primary/secondary students
- Last year ELEEC hosted 10 different schools, and fall 2014 is going to be just as busy. Volunteers needed! Elbow Lake is looking for assistance in delivering programming, either as a full day (9 am to 2 pm) or half-day; can deliver a pre-set program or come in as a "guest researcher" and share your interests.

11. Reminder that Elbow Lake hosts events

- Elbow Lake also hosts small conferences, retreats and meetings for groups and organizations with an academic/teaching/learning or environmental focus