

Newsletter

ISSUE #24-6
June 1, 2024

IMPORTANT DATES

Summer classes – July 2–August 15, add drop July 8

July 1 – Canada Day - University Closed

July 31 - Application deadline for Fall graduation

August 5 – Saskatchewan Day – University Closed

September 2 – Labour Day – University Closed

September 4 – Fall term begins

Always check “my refund schedule” in UR Self Service to see the correct drop dates for classes

CONTACT US

Main Office: engg.grad@uregina.ca

Gina: gina.macpherson@uregina.ca

Wendy: wendy.tower@uregina.ca

Book an advising appointment:

<https://www.uregina.ca/engineering/students/advising.html>

NOTE TO STUDENTS FOR JUNE/JULY/AUGUST

The Faculty of Engineering main office and advisors will be open and available all summer. If you have any questions or concerns you may drop or schedule an appointment online per normal practice. Wendy will be away June 3-14th and July 15-26th for vacation and I will be away June 24 - July 12th. If you need either of us specifically, please be aware of these dates. One of us will always be on campus to assist you.

PHD STUDENTS - ENGG 800

Are you a PhD student who has taken 50% of their research hours?

If yes, you need to begin preparing to take ENGG 800. The comprehensive must be done to graduate and should be done when you are approximately ½ done your research hours. If your section is not listed, please let us know and it can be scheduled.

ENGG 900

Friendly reminder, if you are a MASc or PhD student you must take ENGG 900 as part of your program. If you have taken 6 credit hours of research or more you are eligible to take ENGG 900. It is recommend that you take it 50% of the way through your research. This is a 0 credit hour class so it must be taken with other credit hours. Do not leave this until the very end as you cannot graduate without it. This class is only offered in Fall and Winter terms (Spring Summer 2024 is one exception but this will not happen again), so please plan accordingly.

Engineering Coffee Party

Friday – June 21st
2:30PM – 4PM
ED 436.14

Join us for a coffee social to celebrate summer! This will be our last Graduate Student event until September, so come out and enjoy some refreshments with us.

Important Notice regarding Graduation Photos

Camera One is the designated photographer for the Faculty of Engineering and prepares the Class Composite that hangs on the wall at the University of Regina.

If you will graduate in the **Fall of 2024** -- contact Camera One to book an appointment.

Academic regalia is provided by Camera One.

Camera One
(306)757-4612
craig@cameraone.ca
www.cameraone.ca

SAFETY NEWS

- If you have an incident/accident or “near-miss” on campus or during fieldwork, it must be reported within 24 hours. This is for everyone, not just lab users! Reporting helps ensure you are OK and helps us prevent future incidents. The intent is never to place blame. [Reporting an Incident on Campus | Health and Safety, University of Regina \(uregina.ca\)](#)
- For all chemical labs, safety glasses are required at all times. If you wear prescription glasses, the “over-the-glasses” or OTG style of safety glasses is needed. See UR Stores RIC for options. Also remember appropriate clothing – no shorts, skirts or sandals. Wear long pants and shoes that fully cover the feet.
- When ordering chemicals, there is an approval process that helps ensure we have safety protocols in place. This is for your safety and ours, and helps ensure we meet

legal requirements for transportation, storage and handling. NEVER order hazardous materials yourself online! Submit all purchase requisition forms to Kathy.Varcoe@uregina.ca.

- If you are acquiring samples that are potentially hazardous (either collecting them yourself off campus or getting them shipped to the UofR) – please follow the chemical purchasing process above. Submit a requisition form to Kathy well in advance of sample collection/shipping. Just like chemical purchasing, we need to ensure safe and legal transportation, storage, and handling.
- Do not store chemicals/hazardous materials in fume hoods, as this violates the National Fire Code. For your protection, keep fume hoods uncluttered and sashes down as far as possible. Never pour hazardous materials down the drains.
- Hand hygiene is extremely important in labs for your health and well-being. Wash your hands often with soap and water, especially when leaving the lab. Do not use your cell phone or other personal items with dirty gloves (it happens a lot!) If your lab needs hand soap or paper towels, the faculty will pay for it. You can request supplies from Lauren.Bradshaw@uregina.ca.

Annual Fob/Access Card Renewals

- Access cards and fobs expire each year on June 15 – and we have some great news! A new online system will be available shortly (early the week of June 3). You'll be able to request your renewal online within the Engineering Safety Orientation on UR Courses. Just upload any relevant safety training certificates, input the location(s) you need to renew and your supervisor's name, and then submit. It will automatically go to your supervisor for approval, and then to the Faculty Safety Coordinator (Lauren). Once it has final approval, you'll receive an email notification with further instructions and safety reminders. It's a much simpler and much faster process – and you can check the status of your request online at any time. Keep in mind that it's a new system and please have patience with us. If you encounter any problems, you can notify Lauren.Bradshaw@uregina.ca. *If you just received new office/lab access from May 1 onward, there is no need to renew. Your access is already valid until June 2025.*

FGSR UPDATES

GRAD ENGAGEMENT

FGSR Excellence Awards Call for Nominations

Do you know a graduate student who is doing cutting-edge research or going above and beyond to serve in the community or is a stellar teaching assistant? FGSR invites you to help us recognize students across these categories each year. The deadline to nominate a student for the Excellence Awards is Aug. 23. More information: <https://www.uregina.ca/graduate-studies-research/scholarships/excellence-awards.html>.

DATES/DEADLINES

Thesis submission deadlines:

Spring/Summer term PhD thesis submission deadline: June 28, 2024 (for 2025 Spring Convocation)

Spring/Summer term Master's thesis submission deadline: June 21, 2024.

For more information about thesis submission and defense email: grad.defense@uregina.ca

Convocation deadlines:

2024 Fall (October) Convocation application deadline: July 31, 2024.

For more information about applying to graduate email: grad.defense@uregina.ca

EVENTS

FGSR Graduation Reception

Graduate students who will convocate this June are invited celebrate their accomplishments and stop by for refreshments with Dr. Aziz Douai, Dean, and staff from the Faculty of Graduate of Research!

Thursday, June 13, 9:30 – 11:30 am (come-and-go event)

Riddell Centre Atrium (main floor, located past the Shu-Box Theatre)

DID YOU KNOW??

You can view the syllabus for your upcoming course or past courses on UR Courses. Check out the ENGG Grad Student Resource Center for past and present course outlines!

OFFICE ETIQUETTE

As we approach a new semester, I wanted to remind students with office spaces about "office etiquette". All of the tips below are important to ensure a safe and welcoming environment for work and study. Of particular importance are the tips about keeping your voice and music quiet, and not bringing friends/family to your office space. This is for security/privacy reasons, and to keep noise levels to a minimum for other occupants and your neighbours.

If you no longer need your office space, please complete the exit inspection process:

https://www.uregina.ca/engineering/students/student-forms.html#fact_4_6

Office Etiquette

Do be a good shared office mate and be professional:

- Keep your cubicle space clean and tidy
- Keep your items within your cubicle space
- Keep sink, fridge, and kitchen area (if applicable) clean for shared use
- Sanitize and clean your cubicle space regularly
- Place food garbage/waste in hallway garbage bins, as they are emptied regularly
- **Keep your voice and music quiet - use headphones**
- Stay home if you are not feeling well

Please:

- Do not bring personal items
- Do not bring microwaves, hot plate or other cooking items for use in the office
- Do not leave open food that can cause odours or invite bugs/pests
- Do not remove chairs or filing cabinets
- Do not change your cubicle location without confirmation from the Engg main office
- Do not wear heavy scents or perfumes
- **Do not bring friends, family or others to your office**

July 1st is Canada's birthday. There will be festivities around the city but the main attractions will be at Wascana Park which will have family-friendly fun activities, live music, food booths and fireworks if you wish to celebrate.



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