



DOWN TO EARTH



Newsletter of the Department of Earth Sciences, U.W.O.

Friday, August 24, 2007

Congratulations to ...

Kim Dalby and Rob Lodge on their successful graduate defences last week. Our best wishes go to both of you for every success in the future. Please keep in touch.

Graduate Scholarship Information Sessions

For 4th year and graduate students:

NSERC - September 18, 2007, Conron Hall UC 224,
4.30-6.00 p.m.

OGS - September 25, 2007, Conron Hall UC 224,
4.30-6.00 p.m.

For faculty - Writing effective letters of recommendation:

Thursday September 20, 2007, SEB 2100, 12.30-1.30 p.m.

NSERC Grants Application/ Faculty Information Session

A representative from NSERC will be on campus to provide information to faculty regarding the requirements for grant applications due in November; this will include Discovery Grants and RTI programs as well as Selection Committee information:

Wednesday August 29, 2007, 9.30-11.30 a.m.
Somerville House room 2355

Refreshments will be served.

Teaching Support Centre - Graduate Student Programs

International TA Day: Tuesday September 4, 2007 - Arthur and Sonia Labatt Health Science Bldg., room 35, commencing at 1.00 p.m.. Registration is free, but please register in advance at www.uwo.ca/tsc/.

All international TAs are strongly encouraged to attend, as the sessions will provide useful information, and you will be introduced to services available to you. A reception will be held commencing at 5.00 p.m. which is

free to participants, at which you will be able to socialize and ask any questions you may have.

TA Day: Wednesday September 5, 2007 - Arthur and Sonia Labatt Health Sciences Bldg. (formerly the South Valley Bldg.) - commencing at 9.00 a.m. Registration is free, but please register in advance at www.uwo.ca/tsc/.

A number of sessions will be available that day to help graduate students who are appointed Teaching Assistantships, including an Introduction to the TA Training Program. Lunch at the Grad Club at 12.30 pm is included, free with a TA Day Ticket; light refreshments will be served at a Reception commencing at 5.00 p.m. in the Foyer of the Health Sciences Bldg.

Graduate Grade Submissions

The following dates are the deadlines by which graduate grade submissions must be made to the Registrar's Office and FGS for any one term:

For Graduating students:

The last day of the term

For continuing students:

Two weeks after the end of the term

(e.g. these dates for the summer term are August 31, 2007 for graduating students and September 15, 2007 for continuing students). **Please submit the grades to Mary Rice at least 2 working days prior to the deadlines above.**

Sabbatical Leave Applications

The deadline for request for Sabbatical Leave during the 2008-09 year is September 10, 2007 in the Dean's Office, Faculty of Science. The form can be located on the following website; please use the form dated May 9, 2007:

<http://www.uwo.ca/pvp/.facultyrelations/forms/>



Please recycle this paper.



Travel Claims

M. Schell

This year NSERC advised the University that we must follow the correct procedures on Travel Expense reports for audit and fraud purposes.

Some things that were brought to our attention are:

- You can only claim a per-diem rate for yourself. If you are staying at someone's house, the name and address must be provided;
- Provide the car rental agreement even if it was charged to a speedcode (this is used for when gas receipts are provided);
- Indicate if you have used your own car for transportation;
- Give the name of the people and institute(if applicable) that you were collaborating with;
- If you purchase tickets or pay for registration etc. for yourself and someone else, please give the name of that person and who they are.

If you have any concerns, please let me know.

Graduate Students Home Addresses

M. Rice

This is the time of year when many changes take place in home addresses (and telephone numbers). When you move, please remember to change the information on MyUWO and MyHumanResources (each system cannot read the other), and let me know also for departmental records.

Graduate Students Orientation Day

Saturday September 8, 2007

Social Science Centre room 2050

To start at 9.30 a.m. with a continental breakfast

Register online at grad.uwo.ca/orientationregistration.html. For further information please contact Clare Tattersall at ctatter3@uwo.ca

Graduate Scholarship Deadlines- Advance Notice

Reminder: The following are departmental deadlines for those scholarships available to our students:

- NSERC Doctoral Prize: August 31, 2007
- NSERC M.Sc./Ph.D. PGS/CGS Scholarships: October 5,

2007

■OGS for those who are currently graduate students: October 12, 2007

■OGS for those who are currently undergraduate students planning for a graduate program in 2008-09: October 19, 2007 *NEW*

■OGSST: March 21, 2008

With this advance notice there is no need for a last minute request for references: *Applicants, please be sure to request references from your faculty referees as soon as possible.*

The use of Personal Protective Equipment in Laboratories (July 31, 2007)

Human Resources, Occupational Health and Safety

Recent exposure to a hazardous chemical prompted Occupational Health and Safety to issue this Hazard Alert.

As a result of the warm weather, many people are reporting to work wearing T-shirts, shorts, and slippers; many of them work with hazardous materials without wearing eye protection.

Occupational Health and Safety reminds all supervisors and workers that eye protection is mandatory in Western's laboratories. Approved safety glasses with side shields are the minimum protection required in a laboratory.

In addition, all laboratory supervisors, graduate students, and laboratory workers must adhere to the requirements of "The Laboratory Safety Manual", section 10.5, Personal Protective Equipment:

"Clothing worn should provide maximum coverage of skin in according to the risk to which you are exposed to. The supervisor shall determine the specific requirements in the laboratory. The recommended minimum skin protection in a risk area of a laboratory in which hazardous chemicals are being used requires continuous coverage from shoulders to toes and consists of long pants, shirt, socks and closed toed shoes."

All persons, including visitors, must adhere to University policies and procedures.

If you have any questions please contact Tony Hammoud at extension: 88730 or <mailto:ahammoud@uwo.ca>



Please recycle this paper.





Please recycle this paper.

