WELCOMING Dr Roman Husnik to the Small Animal Medicine section. Dr Husnik can be located in Room 2112 ANCC Bldg 49 or on his OVC cell phone.

WELCOME TO OUR LOCUMS:

- Dr Peter Trevor is continuing in Small Animal Surgery until May 21st.
- Dr Galina Hayes will be working Small Animal Surgery until May 27th.
- Dr James Schachtel has returned to Diagnostic Imaging and will be with us until May 27th.
- Dr Andrea Finnen will be working in Neurology on May 16th & 17th.
- Dr Michelle Turek will be working in Oncology from May 21st – Jun 1st.
- Dr Tamara MacDonald will be returning to Small Animal Surgery early in June.

1. **Note of thanks - Phase 4 Convocation Awards**

   Thank you to everyone for responding to the short deadlines in helping rank the convocation award recipients. Your help was greatly appreciated by both me and the OVC Awards Committee! The Awards Committee is working with main campus in the hopes of making this deadline a little less intense for us next year. Joanne

2. **BEST WISHES TO LYNNE O’SULLIVAN** Join us in the Sunken Lounge on **May 24, 2018** at 3:00 pm to wish her well as she leaves the Department of Clinical Studies.

3. Our next **DEPARTMENTAL FACULTY MEETING** is scheduled for **May 25, 2018** at 8:30-9:30 am in Room 2106 ANCC Bldg 49, CS Lounge. Please forward any agenda items and confirm your attendance by responding to the calendar invitation.

4. **SEARCH COMMITTEES UPDATES - Ongoing Searches**

   - **Small Animal Surgery** 3 yr CL Assistant Professor – posted, open for applications
   - **Diagnostic Imaging** Tenure Track Assistant or Associate Professor – posted, open for applications
   - **Emergency & Critical Care** 1 yr CL Assistant Professor – posted, open for applications
   - **Canine & Feline Nutrition** 1 yr CL Assistant Professor – Dr Abood to start in June
   - **Radiation Oncology** 3 yr CL Assistant Professor – posted, open for applications
   - **Medical Oncology** Tenure Track Assistant or Associate Professor – in progress

Links and Corrections will be posted to the Clinical Studies Website: [https://ovc.uoguelph.ca/clinical-studies/](https://ovc.uoguelph.ca/clinical-studies/)
Email news and updates to csevents@uoguelph.ca by Friday @ noon. Thanks!
UPCOMING DEADLINES, EVENTS & SEMINARS

5. **T&P PROCESS** Details for the Tenure and Promotion process can be found at https://ovc.uoguelph.ca/sas/tenure-and-promotion
   - Tenure Track Assistant Professors intending to apply for tenure in 2018
     - Applications (Letter stating desire to be considered for tenure with contact information and names of 6 suitable reviewers as discussed with the Dept Chair) for Tenure and/or Promotion must be made in writing to the Dean, through the Department Chair, by **May 15, 2018**.
     - All supporting information, including a complete electronic CV (Lifetime eCV template) to be provided electronically to the External Assessors, must be confirmed by the Faculty Member in Sedona by **June 8, 2018**.
   - All Other Faculty
     - All supporting information, including a complete electronic CV (Lifetime eCV template) must be confirmed by the Faculty Member in Sedona by **August 29, 2018**.

6. **OVC Cafeteria** will be closed **May 28 – June 1, 2018**.

7. **CAF’s 26th Annual Open House! THIS WEDNESDAY, May 16, 2018**
   - 11:30am - 1:30pm Central Animal Facility – Building 12
   - There will be guided tours of the facility, displays, raffles and cake. And of course, our awesome BBQ Lunch - just $6 for a burger and pop (veggie and beef options available).
   - Doors will be open to the community to showcase the amazing research done here at Guelph and share how our animals are provided an excellent standard of care.
   - The BBQ raises funds for the United Way and the raffle table raises funds for the Guelph Humane Society.

8. **Funding Opportunities, Scholarships & Awards** [https://ovc.uoguelph.ca/clinical-studies/scholarship-award-funding-opportunities](https://ovc.uoguelph.ca/clinical-studies/scholarship-award-funding-opportunities)
   - Check the CS website often as the website is updated frequently and includes May deadlines!

9. **Wellness@Work** details are now linked through the [Heath & Safety Forms & Links](https://ovc.uoguelph.ca/clinical-studies/#) tab on the CS Website. Check the website for updates.

10. **LGBTQ Faculty/Staff Network** You’re invited to meet with faculty and staff interested in forming a LGBTQ Faculty and Staff Network at the University of Guelph. We’re meeting **Wednesday, June 20th 12:00 – 1:30 pm** to socialize and to talk about the various things such a network might do. Lunch will be provided. Please come along and bring your ideas.
    - Please register by visiting [U of G LGBTQ Faculty and Staff Lunch Registration](https://ovc.uoguelph.ca/clinical-studies/#). Information on the location of the event will be emailed to you within a day or two following registration.
    - If you are unable to attend but would like to receive updates regarding upcoming events, please subscribe to the Network mailing list by sending a message to [lgbtq-faculty-staff-SUBSCRIBE-REQUEST@listserv.uoguelph.ca](mailto:lgbtq-faculty-staff-SUBSCRIBE-REQUEST@listserv.uoguelph.ca). More details
11. **Requests for Coding – Incoming Shipments** A lot of people have questioned why the OVC Finance Team is contacting them for coding when they receive samples and/or items from abroad that they did NOT order.

When Frances and Karla place International orders, they supply coding to customs@uoguelph.ca so that anything ordered clears the border without any hassles. When a colleague, company, friend, etc sends anyone anything and it has to cross the border, they do not have coding for it as the order was not placed by them. Customs will ask for coding in return, they contact you for coding.

It is very important you know the following provided by Todd Billings (manager of customs in purchasing - UC)

"There is always a charge for custom clearances using TACO regardless if they are samples or not. Depts can always charge back to the customer. If this is being sent here for an opinion and we are not to be charged, then the shipment should have been sent DDP (delivery duty paid). This tells customs that TACO should not be used but the sender's broker should clear the shipment.

Customs charges are dependent on what is being shipped, how it has been hs coded and the value for customs. There is no magic %. The standard charge from TACO is $12.00. Then duties and taxes may or may not be a part of the equation. Jasmine and customs don't know the final amount until we get invoiced."

If you know someone is going to send you samples, please contact customs directly and provide them with coding if you are going to pay for it, if not, please make sure you tell them the shipment should be sent DDP (delivery duty paid) If this does not happen, then you will be charged.

12. **Writing Services for Graduate Students** Dear Graduate Faculty, Coordinators and Graduate Students: Our analytics indicate that those students who receive writing instruction and consultation early in their graduate programs complete their degree requirements sooner. All of our programs are free of charge and are designed for graduate student writers at all levels and stages. Details Writing Services, McLaughlin Library

Dissertation Boot Camp
Graduate Writing Camp: For Graduate Students with English as an Additional Language
Writing Tune-up!
Brain Food: Thesis and Dissertation Workshops