**Minutes of the Meeting of Plant Science Department Council**

**Wednesday, November 7, 2012, 2:30 p.m.**

**Plant Science Seminar Room, 218 Agriculture Building**

**Present**: P. McVetty (Chair), B. Ayele, A. Brûlé-Babel, D. Cattani, F. Daayf, R. Duncan, M. Entz, D. Fernando, B. Fristensky, R. Gulden, G. Li, G. Martens, P. Parks, K. Podolsky, C. Stasolla, M. Blouw

I **MINUTES OF THE MEETING OF SEPTEMBER 6, 2012**

**MOTION**: Minutes of the meeting of September 6, 2012 were accepted as circulated on a motion by Ayele/Entz.

**CARRIED**

II **BUSINESS ARISING**

1. **2012-2013 operating budget for Plant Science**

The budget is still not available.

1. **Changes to support staff funding**

There will be no changes to support staff funding for the 2012-2013 fiscal year but there will be changes (as yet unknown) for the 2013-2014 fiscal year.

1. **Controlled environment user fees**

User fees will be charged starting January 1, 2013.

1. **Managed Print Services**

There is no news on this item yet.

1. **Plants with novel traits (including unauthorized transgenic plants) growth in controlled environments/fields**

Two documents were distributed at the meeting: *Procedures for handling Brassica plants with novel traits (PNT’s) (including unauthorized transgenic plants – UT’s) in Department of Plant Science Controlled Environment Facilities*; and *Management of Transgenic Plants – Crop Technology Center, Department of Plant Science, University of Manitoba*. Members concluded that a common, comprehensive policy which includes both plants and microorganisms, should be developed for the Department of Plant Science. Dr. Ayele agreed to chair a subcommittee to develop the policy. He and Drs. Li, Duncan, Stasolla, Daayf and Fernando will meet to discuss how to handle this.

1. **Lamping upgrades to controlled environment facilities**

Two satisfactory tenders have been received. The cost to the Department will be $250,000 or less and installation is expected to take place over a five week period during the summer of 2013.

III **CORRESPONDENCE AND ANNOUNCEMENTS**

1. **Resignation**

Bob Smith has resigned from the Department.

1. **AESES contract – arbitrator’s decision**

The arbitrator ruled that salary increases for AESES employees will be 0%/0%/2.9%/2.9%. Dr. Entz commented that UMFA should ask for 0% for the first two years in their upcoming contract negotiations to show solidarity with AESES.

1. **Tri-Council funds expenditures**

The summary of a recently-held workshop on Tri-Council funds expenditures was distributed and discussed. New justification and administration rules for expenditures are now in place. In general, Plant Science is compliant with the rules except with respect to travel and purchases. These expenditures must be directly relevant to the research and must be fully justified.

1. **EPIC**

A new electronic purchasing system, “EPIC”, which will be in use in the Department in the new year will completely change the way all purchases are made.

1. **Benefits for PDF’s**

Revenue Canada now considers PDF’s to be employees rather than students. As such, they will be eligible for benefits effective April 1, 2013. This may add up to 20% to the cost of a PDF.

1. **Carry-over of income fund administration**

Changes to carry-over of income fund administration by Central Administration has not been finalized yet, but changes will affect all income funds, including those held by individual researchers. Central Administration did return Plant Science’s income funds for 2012-2013.

1. **Cereal Grains Centre of Excellence**

The establishment of a Cereal Grains Centre of Excellence, to be located in Smart Park, is increasingly likely. A new CRC Tier 1 position in cereal proteomics will be approved and new senior and associate IR chairs in innovative cereal R&D are likely. At least two additional U of M academic positions will be added to the CGCE – possibly new positions from FAFS or the Faculty of Science.

1. **Process to order combines**

The public tender process to order two new Wintersteiger combines has been initiated.

1. **Research and Study Leaves**

The following have applied for research and study or administrative leaves:

* Dr. Brûlé-Babel - January to December 2013;
* Dr. Ayele – July to December 2013;
* Dr. Li – July to December 2013;
* Dr. Stasolla – July to December 2013;
* Dr. McVetty – July 2013 to June 2014.

IV **COMMITTEE REPORTS**

1. **Advanced Plant Science Seminar Committee**

**MOTION**: On behalf of the Advanced Plant Science Seminar Committee, Dr. Entz moved for approval to invite Dr. Randall Weselake to give the Bendelow Memorial Lecture in 2013.

**CARRIED**

1. **Graduate Studies Committee**

**MOTION**: On behalf of the Graduate Studies Committee, Dr. Daayf moved for approval to revise the terms of reference of the *Ian N. Morrison Award for Advanced Studies in Crop Protection* to permit the use of capital unspent allocations (unspent revenue).

**CARRIED**

V **NEW BUSINESS**

1. **Election of members from Plant Science for Gary Martens’ promotion committee**

* Dr. Farenhorst (Daayf/Brûlé-Babel)
* Dr. Ayele (Li/Entz)
* Dr. Duncan (Entz/Li)
* Dr. Cattani – alternate (Fernando/Gulden)

Brûlé-Babel/Entz moved nominations cease. All were elected by acclamation.

**Added to the agenda**

1. **History of the Cereal Research Centre and the Dominion Rust Laboratory.**

Dr. Entz expressed the importance of preserving the history of the Cereal Research Centre and the Dominion Rust Laboratory and wondered if the plaque honouring Dr. Margaret Newton which hangs at the CRC, as well as the Rust Lab plaque could be moved to FAFS.

Meeting adjourned at 3:35 pm.