Kate Minor

From: Marcia Finlayson
Sent: Sunday, October 20, 2019 3:51 PM
To: Kate Minor; Erna Snelgrove-Clarke; Michael Kawaja; president@qmed.ca; President@rts.queensu.ca; Richard Reznick; Alexandra Palmeri
Cc: Erin Brennan
Subject: RE: Faculty Board Executive Meeting Minutes and revised OPDES Advisory TORs for approval

Edits are fine with me.

Thanks

Marcia

Marcia Finlayson, PhD, OTR, OT Reg (Ont)
Vice Dean (Health Sciences)
Professor and Director, School of Rehabilitation Therapy
Queen's University, 31 George Street
Kingston, Ontario, Canada
Ph: +1-613-533-2576
E-mail: marcia.finlayson@queensu.ca

From: Kate Minor <kate.minor@queensu.ca>
Sent: October 16, 2019 9:18 AM
To: Erna Snelgrove-Clarke <erna.snelgroveclarke@queensu.ca>; Kate Minor <kate.minor@queensu.ca>; Marcia Finlayson <marcia.finlayson@queensu.ca>; Michael Kawaja <kawajam@queensu.ca>; president@qmed.ca; President@rts.queensu.ca; Richard Reznick <richard.reznick@queensu.ca>; Alexandra Palmeri <president@nss.queensu.ca>
Cc: Kate Minor <kate.minor@queensu.ca>; Erin Brennan <6eeb@queensu.ca>
Subject: FW: Faculty Board Executive Meeting Minutes and revised OPDES Advisory TORs for approval

Good Morning,
Just a gentle reminder to review these documents if you haven't replied already.
Thank you,
Kate

From: Kate Minor <kate.minor@queensu.ca>
Sent: Friday, October 11, 2019 12:19 PM
To: Alexandra Palmeri <president@nss.queensu.ca>; Erin Brennan <6eeb@queensu.ca>; Erna Snelgrove-Clarke <erna.snelgroveclarke@queensu.ca>; Kate Minor <kate.minor@queensu.ca>; Marcia Finlayson <marcia.finlayson@queensu.ca>; Michael Kawaja <kawajam@queensu.ca>; president@qmed.ca; President@rts.queensu.ca; Richard Reznick <richard.reznick@queensu.ca>
Cc: Christine Mandy <mandyc@queensu.ca>; Allison Leverette <allison.leverette@queensu.ca>; Allison Mackey <allison.mackey@queensu.ca>; Sandra Turcotte <turcotte@queensu.ca>; Caitlin MacDonald

<caitlin.macdonald@queensu.ca>
Subject: Faculty Board Executive Meeting Minutes and revised OPDES Advisory TORs for approval

Good afternoon Faculty Board Executive,

Please find the attached minutes of the Faculty Board Executive Meeting held on 2nd October for your review.

Also attached are the OPDES revised Terms of Reference that the Board requested. Please can you review them? They are in track change mode - please reply to the email stating that you approve these revisions (if you do).

Please let me know if you have any questions. Have a lovely long weekend.

Kind regards,
Kate

_____

Kate Minor, MSc, BEng
Executive Assistant to Dr. Richard Reznick – *Richard.Reznick@queensu.ca*
Dean, Faculty of Health Sciences
CEO, Southeastern Ontario Academic Medical Organization (SEAMO)
Queen's University

Macklem House, 18 Barrie Street,
Kingston, ON K7L 3N6
Tel: 613 533 6000 x 78109 | Fax: 613 533 6884
Email: kate.minor@queensu.ca

This message is intended only for the addressee, it may contain privileged or confidential information. Any unauthorized disclosure is strictly prohibited. If you have received this message in error, please notify us immediately so that we may correct our internal records. Please then delete the original message. Thank you.