

PLANT SCIENCE CONTROLLED ENVIRONMENT COMMITTEE

Terms of Reference

To allocate space, spear head upgrades, ensure maintenance and clarify management/staffing responsibilities within the controlled environment facilities of the Department of Plant Science, and to advise and make recommendations to the Department Head and Department Council on issues relating to the above within these facilities.

Specifically, the Committee will:

- Notify Department members in winter, spring and fall of the deadline for submission of written requests for use of space within the controlled environment facilities of the Department of Plant Science (greenhouses in the main building and at the west end of the campus, and growth rooms and growth chambers in the main building and at the Point);
- Assign space within the controlled environment facilities and notify staff in writing of the results of the space allocation;
- Develop policy, as required, on allocation and use of space within, and management of the controlled environment facilities, in consultation with the Department Head.
- Discuss, prioritize, communicate, and make recommendations to the Department Head on upgrades and maintenance of the controlled environment facilities;
- Clearly define management responsibilities and assess staffing resources needed for current plant care and maintenance and to assess and adjust them in the event of future upgrades and major changes in space use for the facilities.
- Discuss the availability of space within the controlled environment facilities with Faculty members who are preparing research proposals which include use of these facilities.
- Review terms of reference annually and make recommendations for revision to Department Council.

Composition:

One member of academic staff appointed by the Department Head for a three year term, the Greenhouse Manager, Department of Plant Science, a representative familiar with working at the CTC greenhouses and one representative familiar with the Point growth area. Both representatives are also appointed by the Department Head for a three year term. The Committee meets at least two times per year.