



Minutes
March 16, 2016 - 5:30pm
McLaughlin Room, John Deutsch University Centre



I. Presentations

- A. None**



II. Adoption of the Agenda and Minutes

A. Adoption of the Agenda

MOTION 03/16/16:1

Moved: Chris Cochrane (president@sgps.ca)

Seconded: Mark Asfar (vp.professional@sgps.ca)

BIRT SGPS Council adopt the Agenda for the March 16, 2016 Council Meeting.

MOTION CARRIES

B. Adoption of the Council Minutes

MOTION 03/16/16:2

[SEE ATTACHED MINUTES]

Moved: Chris Cochrane (president@sgps.ca)

Seconded: Mark Asfar (vp.professional@sgps.ca)

BIRT SGPS Council adopt the Minutes for the February 23, 2016 Council Meeting.

Jared: Correction to statement on page 13.

Mark: Correction to email addresses.

MOTION CARRIES



III. Executive & Speaker Reports

A. Executive Reports

- a. President – Chris Cochrane (report attached)
- 2 concert tickets being raffled SGPS.ca for entry (draw Friday)
- b. VP Graduate – Mark Kellenberger (report attached)



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- Reiterate hiring Assistant Director of Finance which is a permanent position as mentioned in report.

- c. VP Professional – Mark Asfar (report attached)
- d. VP Finance & Services – Christina Huber (report attached)
 - Meeting with Student VIP on Health and Dental. Advance notice that costs next year are increasing. Motion will be coming to increase fee at next Council meeting.
- e. VP Campaigns & Community Affairs – Lorne Beswick (report attached)
 - RAs are progressing on their projects. 2 surveys (childcare and mental health) going around. Can be accessed via Facebook or SGPS website. Please contribute your feedback. Draw for 1 of 3 CoGro \$20 cards.

B. Speaker Report

- a. Speaker – Eric Rapos (report attached)
 - Highlight that we have followed up with B&P motion from last Council.

C. Approval

MOTION 03/16/16:3

Moved: Chris Cochrane (president@sgps.ca)

Seconded: Mark Asfar (vp.professional@sgps.ca)

BIRT SGPS Council approve the Executive and Speaker Reports.

Question: Executive Director position. How long is interim position and hiring timeline?

Mark: Andria will be acting in this capacity for one year ending November 2016. Andria will undergo 2 performance reviews and new Executive will also undertake performance review. New Executive will have opportunity to renew contract in November 2016.

MOTION CARRIES



Senator, Trustee, Commissioner, Committee & Other Reports

- A. Senator Report** – Graduate Student Senator – Eric Rapos (report attached)
 - Highlight motion on Senate agenda re: Fall term break. Similar to reading week running 4 days following Thanksgiving. If you have feedback please contact me.
- B. Trustee Report** – Graduate Student Trustee – James MacLeod (report attached)
- C. Commissioner Reports**
 - a. Athletics Commissioner – Dominic Kucharski (report attached)
 - b. Equity & Diversity Commissioner – Erica Baker (report attached)
 - c. International Students Affairs Commissioner – Sara SidAhmed (report attached)



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- d. Social Commissioner – Vacant (no report)

D. Committee Reports

- a. Student Advisor Usage Committee Report – Mark Kellenberger (report attached)

E. Other Reports

- a. University Rector – Mike Young (report attached)
- b. Chief Returning Officer – Travis Skippon (report attached)
- c. Departmental Reports (none received)

F. Approval

MOTION 03/16/16:4

Moved: Chris Cochrane (president@sgps.ca)

Seconded: Mark Asfar (vp.professional@sgps.ca)

BIRT SGPS Council approve the Senator, Trustee, Commissioner, Committee & Other Reports.

Jared: Question re: reducing advisors from 3 to 2. In 2015 we approved funds for 3rd advisor. Why are we moving to 2 advisors and what will happen to those funds?

Mark: Correction, 2015 funds were for a 4th advisor. We are looking for 2 full time advisors will capacity for 1 part-time advisor. Salaries and student fee will change. Some of the excess funds could go towards emergency student aid for clients of the student advisor program.

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Question Period & Departmental Issues

A. Social Commissioner – Submitted by Debra Mackinnon (Sociology)

Following up to the approved motion in the January council, the Social Commissioner has stepped down from their position and is the second hire for that role to do so. This means that SGPS members have been without social events since November of 2015.

As the sociology representative, Ciara Bracken-Roche, the former Social Commissioner, has approached me vocalizing concern. Given the loss of two Social Commissioners she feels that the changes to the Commission have resulted in the Commissioner not being able to do their job because they do not have coordinator support. Having invested 3 years to the



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Social Commission, she is upset to see that this service, which has been so important for our graduate community, has been left by the wayside due to internal HR issues.

- 1) Why have Coordinators not been hired to assist any of the Commissioners?
- 2) What other steps and strategies will be taken to retain new Commissioners?

Mark: Correction, we have held social events in late Jan/early Feb. More to the point – coordinators – we are bringing on additional staff and Commissioners have standing option to do this. We posted for a Summer Activities Coordinator this morning. With regard to retaining Commissioners part of the difficulty has related to insurance and audit issues which have been addressed. I would also encourage you as Councilors to promote events that the Commissioners have arranged as we have been experiencing poor turnout. Not sure of the root of this issues.



Business Arising from the Minutes

A. None



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Main Motions

A. Bylaw and Policy Review

MOTION 03/16/16:5

Moved: Chris Cochrane (president@sgps.ca)

Seconded: Mark Asfar (vp.professional@sgps.ca)

BIRT SGPS Council approve the Motion as seen in Appendix B&P Review.

Note: Corrections made to bylaw and policy referencing (housekeeping).

Jared: B.5.2a. What does “act in the best interest of the Society” mean and who would interpret that?

Eric: Speaker would. Responsibility and accountability has legal components, hence it was moved to Bylaws.

Christina: Also note origins in fiduciary duty. Must take into account everyone’s needs in terms of the Society.

Jared: So there are currently no honorary members at all?

Eric: No.

Mark K: P.2.1.f Why does the Executive retain this power?

Eric: No changes were made here. Removing this is outside the scope of the motion.

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B. SGPS Clubs

MOTION 03/16/16:6

Moved: Mark Asfar (vp.professional@sgps.ca)

Seconded: Chris Cochrane (president@sgps.ca)

Whereas SGPS ratified clubs were de-ratified following warnings from the SGPS insurer about legal liability and risk to the SGPS as an organization; and

Whereas the old SGPS club ratification system offered student organizations very little benefits in the form of resources or funding opportunities; and



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Whereas the Alma Mater Society (AMS) currently operates an extensive Clubs Office that oversees 275 student clubs, provides extensive resources, and has developed the required oversight to obtain insurance for their society and ratified clubs; and

Whereas the AMS has entered into discussions with the SGPS Executive to create a joint clubs office for all Queen's students;

BIRT SGPS Council authorize the SGPS Executive to finalize negotiations for a joint SGPS/AMS Clubs Office and sign a binding memorandum of agreement on behalf of the SGPS.

[A reference document can be found in Appendix Clubs]

MOTION 03/16/16:6 M-1

Moved: Mark K

Seconded: Chris C

BIRT SGPS Council change wording of "memorandum of agreement" to "memorandum of understanding"

Councilor: Does this affect student societies?

Mark K: The AMS has a policy to approve society events. We currently do not.

MOTION TO AMEND CARRIES

MOTION CARRIES AS AMENDED

C. General Meeting Scheduling

MOTION 03/16/16:7

Moved: Chris Cochrane (president@sgps.ca)

Seconded: Mark Asfar (vp.professional@sgps.ca)

BIRT SGPS Council call a General Meeting on Tuesday April 26, 2016.

Chris C: In order for Bylaw changes to be implemented they require a second reading at a General Meeting. As we are approaching the end of our term we would like to have these changes finalized. We would also like to bring another set of Bylaw changes to April Council.



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Eric: Of note, this is a courtesy as the President has authority to call a General Meeting.

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D. Hiring Policy Changes

MOTION 03/16/16:8

Moved: Erica Baker (equity@sgps.ca)

Seconded: Debra Mackinnon, Sociology

Whereas the Social Commissioner position was filled in December 2015 but became vacant 12 hours after accepting the position, as stated in the December 8th 2015 Council meeting minutes; and

Whereas the Social Commissioner vacancy triggered a new hiring process that included a 2-week job posting period and interviewing of potential candidates, as outlined in P.2.2.2.f; and

Whereas the next candidate, Daniela Garroux G. de Oliveira, was not hired until February 2016, resulting in a significant period of time where no social events being offered to the membership; and

Whereas Daniela Garroux G. de Oliveira submitted her resignation to the Executive before the February 2016 Council meeting, which triggered a third hiring process for the Social Commissioner position since November 2015; and

Whereas SGPS policy does not allow for the hiring panel responsible for selecting Commissioners to offer the position to previously considered candidates in the event that a Commissioner resigns during their term of office; and

Whereas the lack of a policy to offer the vacant position to previously considered candidates disrupts the ability for the SGPS to fill positions in a timely manner and reduce the delay in services being offered;

BIRT SGPS Council approve the changes to SGPS Policy Sections P.2.2.2 as seen in Appendix Hiring Changes.



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Mark K: If a Commissioner resigned 11 months into their 12 month term would we have to go back to the 2nd choice candidate?.

Eric: No, just the option exists.

Mark K: I think we should amend to state that after a certain number of months a new hiring period is triggered.

MOTION 03/16/16:8 M-1

Moved: Chris C

Seconded: Mark K

BIRT SGPS Council change P.2.2.f wording to say “except for cases when the position is vacant due to a resignation”

MOTION TO AMEND CARRIES

MOTION 03/16/16:8 M-2

Moved: Chris C

Second: Laith

BIRT SGPS Council change P.2.2.k. to “In the event that a Commissioner resigns during the first academic term in office, ...”

Mark K: This could end up being only a few days or week depending on when hired, I would suggest changing it.

MOTION 03/16/16:8 M-2-1

Moved: Mark K

Second: Chris C

BIRT SGPS Council change “during the first academic term” to “during the first four (4) months”

MOTION TO AMEND THE AMENDMENT CARRIES

MOTION TO AMEND CARRIES



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Hiring Policy Changes

MOTION 03/16/16:8

Moved: Erica Baker (equity@sgps.ca)

Seconded: Debra Mackinnon, Sociology

MOTION CARRIES AS AMENDED

E. Staff Policy Changes

MOTION 03/16/16:9

Moved: Mark Kellenberger (vp.graduate@sgps.ca)

Seconded: Christina Huber (vp.finance@sgps.ca)

Whereas the SGPS staff roles and responsibilities have changed with the addition of a new permanent staff member,

BIRT SGPS Council approve the changes to Bylaw and Policy as seen in Appendix Staff Changes.

Eric: Removing honorary members is ruled out of order. Correction to bylaw reference and policy reference made to the following sections (housekeeping): B.4.2; B.2.1m; P.12.b; P.16.4.

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Other Business

A. None



Notices of Motion & Announcements

A. Notices of Motion

- a. A motion will appear on the April Council Agenda to call a by-election to fill the vacant positions of Graduate Student Senator and Graduate Student Trustee. The election will follow policies regarding by-elections and a shortened elections timeline:

- i. Nominations Open: April 13



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- ii. Nominations Close: April 19 @ 4PM
- iii. Campaign Period Begins: April 20 @ 12AM
- iv. Campaign Period Ends: April 26 @ 11:59PM
- v. Voting Days: April 27-28

Travis: If there is interest in this position please contact either Eric or James as they currently hold these offices.

- b. A motion will appear on the April Council Agenda to move the Student Advisor Program policy into the SGPS Bylaws and Policies, rather than just the existing MoA.
- c. A motion will appear on the April Council Agenda to replace the Student Fees and Referenda Policy (P.1.2) with a new version as seen in Appendix SGPS Activity Fees.

Christina: Fee changes are occurring as we have experienced issues with people picking up cheques, amongst others. We have funded groups that are not especially accountable to the membership and I want to make them accountable. I welcome feedback on this now or via email – these are drastic changes so please read through them.

Jared: Flag concern about conditions on optional fee eligibility. Groups applying cannot engage in political advocacy ie: climate change. If this is a new change this is a concern to me.

Christina: Idea is that the SGPS does not take political stance. We try to take into account the whole membership and this is why it was written this way. Open to discussion on this point.

Mark K: Specifically on Jared's point – are we thinking political parties or advocacy groups?

Christina: Political parties.



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B. Announcements

- a. The SGPS would like to congratulate James McNutt, one of our Equity and Diversity Researchers, for being the recipient of the 2015 Steve Cutway Accessibility Award for his work on a video about accessibility on Queen's campus. Thank you James for all of your hard work!
- b. There will be a Commission Review Survey happening as part of the Committee work reviewing the Commission Structure.
 - i. Objectives:
 1. To review current SGPS Commission Structure
 2. To review changes from October 2015
 - ii. What you need to do:
 1. Fill out short survey at:
<https://www.surveymonkey.com/r/3LRKSNO>
 2. Option to be interviewed at end of survey
 - iii. Report will be available early April 2016
 - iv. Additional Questions?
 1. Contact Cavina Tsoi at 9ckt1@queensu.ca
- c. The next SGPS Council Meeting will be on **Tuesday, April 12, 2016 at 5:30pm** in the McLaughlin Room. Motions and Reports are due to the Speaker **no later than 4pm on Tuesday, April 5, 2016.**



Adjournment

A. Adjournment

Motion 03/16/16:10

Moved: Chris Cochrane (president@sgps.ca)

Seconded: Mark Asfar (vp.professional@sgps.ca)

BIRT this meeting of SGPS Council be adjourned.

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SGPS Council Attendance - March 16, 2016			
#	Position/Department	Name	Attendance
SGPS Non-Voting Members			
n1	Executive Director		Vacant
n2	Executive Assistant	Andria Burke	Regrets
n3	Social Commissioner		Vacant
n4	Equity & Diversity Commissioner	Erica Baker	Present
n5	International Students Affairs Commissioner	Sara SidAhmed	Present
n6	Athletics Commissioner	Dominic Kucharski	Regrets
n7	Speaker	Eric Rapos	Present
n8	Deputy Speaker		Vacant
n9	Chief Returning Officer	Travis Skippon	Present
n10	University Rector	Mike Young	Absent

SGPS Voting Members			
1	President	Chris Cochrane	Present
2	Vice President Graduate	Mark Kellenberger	Present
3	Vice President Professional	Mark Asfar	Present



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4	Vice President Finance and Services	Christina Huber	Present
5	Vice President Campaigns and Community Affairs	Lorne Beswick	Present
6	Graduate Student Trustee	James MacLeod	Present
7	Graduate Student Senator	Eric Rapos	Present
8	Law Senator	Ian Moore	Absent
9	Rehab Senator	Cate Preston	Proxy to Kim Mikalson

Non-Departmental Voting Members			
10	Aboriginal Student Representative	Natasha Stirrett	Present
11	International Student Representative		Vacant
12	Mature Student Representative		Vacant
13	Part-Time Student Representative		Vacant

Faculty of Arts & Science Departmental Voting Members			
14	Art Conservation	Christina McLean	Present
15	Art History	Rachael Hencher	Present
16	Biology	Eric Fedosejevs	Absent
17	Chemistry	Nakkiran Arulmozhi	Absent



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18	Chemistry	Prashant Agrawal	Absent
19	Classics		Vacant
20	Computing	Ben Cecchetto	Present
21	Computing	Laith Juwaidah	Present
22	Cultural Studies		Vacant
23	Economics		Vacant
24	English Language & Literature	Tatevik Vika Nersisyan	Present
25	Environmental Studies		Vacant
26	French Studies		Vacant
27	Gender Studies	Shelby Loft	Present
28	Geography	Nemoy Lewis	Absent
29	Geological Sciences & Geological Engineering	Marina Joury	Absent
30	German Language & Literature		Vacant
31	Global Development Studies		Vacant
32	History	Anastasiya Boika	Present
33	Industrial Relations	Brittany Bates	Absent
34	Kinesiology and Health Studies (Arts)	Emma Thompson	Present
35	Kinesiology and Health Studies (Science)	Robert Bently	Regrets



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36	Mathematics and Statistics	David McLeod	Absent
37	Philosophy	Jared Houston	Present
38	Physics, Engineering Physics & Astronomy	Faleh Altal	Present
39	Political Studies	Korey Pasch	Proxy to Jared Houston
40	Psychology	Sara Furlano	Absent
41	Religion	Desmond O'Doherty	Present
42	Sociology	Debra Mackinnon	Present
43	Urban and Regional Planning	Julia Sjaarda	Present

Faculty of Health Sciences Departmental Voting Members			
44	Nursing	Alexis Near	Present
45	Rehab Sciences (Professional)	Kim Mikalson	Present
46	Rehab Sciences (Research)		Vacant
47	Rehab Therapy		Vacant
48	DBMS - Anatomy and Cell Biology	SooHyun Ahn	Absent
49	DBMS - Biochemistry and Cell Biology	Jigyasa Arora	Absent
50	DBMS - Experimental Medicine	Matthew Sangoi	Absent
51	DBMS - Microbes, Immunity, and Inflammation	Rylend Mulder	Absent



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52	DBMS - Reproduction and Developmental Sciences	Gillian Reid-Schachter	Absent
54	Pathology and Molecular Medicine	Tess Montminy	Present
55	Public Health	Jessica Baumhour	Absent

Faculty of Engineering and Applied Science Departmental Voting Members			
56	Biomedical Engineering	Fiona Serack	Present
57	Chemical Engineering	D'Arcy Turner	Present
58	Civil Engineering	Kenneth Mak	Present
59	Civil Engineering		Vacant
60	Electrical and Computer Engineering	Ishmeet Sethi	Absent
61	Electrical and Computer Engineering		Vacant
62	Mechanical and Materials Engineering		Vacant
63	Mechanical and Materials Engineering		Vacant
64	Mining Engineering	Alexander Cushing	Absent



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School of Business Departmental Voting Members			
65	Graduate Students (MSc/PhD)	Jonathan Samosh	Present
66	Policy Studies	James Barsby	Absent
67	Masters of International Business (MIB)	George Chalhoub	Absent

Faculty of Education Departmental Voting Members			
68	Graduate Education (MEd)	Stephen Macgregor	Present
69	Graduate Education (PhD)		Vacant
70	ESS President	Mike Mollenhauer	Absent
71	ESS VP External	Brittney Pakkala	Absent
72	ESS Representative	Alyssa Broadbell	Proxy to Kate Carr
73	ESS Representative	Kate Carr	Present

Faculty of Law Departmental Voting Members			
74	Graduate Law	Maseeh Haseeb	Present
75	LSS President	Megan Berlin	Regrets
76	LSS Representative	Cecilia Yang	Present
77	LSS Representative	Carly Watt	Absent
78	LSS Representative	Rebecca Torrance	Present