



Minutes

December 8th, 2015 - 5:30pm

McLaughlin Room, John Deutsch University Centre



Presentations

- A. None



Adoption of the Agenda and Minutes

- A. Adoption of the Agenda

MOTION 12/08/15:1

Moved: Chris Cochrane (president@sgps.ca)

Seconded: Mark Asfar (vpp@sgps.ca)

BIRT SGPS Council adopt the Agenda for the December 8, 2015 Council Meeting.

Motion carried.

- B. Adoption of the Minutes
[SEE ATTACHED MINUTES]

MOTION 12/08/15:2

Moved: Chris Cochrane (president@sgps.ca)

Seconded: Mark Asfar (vpp@sgps.ca)

BIRT SGPS Council adopt the Minutes for the November 10, 2015 Council Meeting.

Motion carried.



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Executive & Speaker Reports

A. Executive Reports

- a. President – Chris Cochrane (report attached)
- b. VP Graduate – Mark Kellenberger (report attached)
- c. VP Professional – Mark Asfar (report attached)
- d. VP Finance & Services – Christina Huber (report attached)
- e. VP Campaigns & Community Affairs – Lorne Beswick (report attached)

B. Speaker Report

- a. Speaker – Eric Rapos (report attached)

C. Approval

MOTION 12/08/15:3

Moved: Chris Cochrane (president@sgps.ca)

Seconded: Mark Asfar (vpp@sgps.ca)

BIRT SGPS Council approve the Executive and Speaker Reports.

Chris: SGPS elections are coming up in February, so please feel free to discuss with me if you want more information. Today I received the draft sexual assault policy and everyone will be able to see it soon to comment on it. I spoke to Board of Trustees and made comments about the cultural shift we need regarding how graduate students are viewed on campus. That was warmly received I believe. I also started some conversations with some Executive members looking at ways of changing the structure of the Executive to better balance our advocacy and operational sides better.

Mark K: Discussions have been ongoing for a couple of years about a fall term break. You will hear more about this in the coming months as it goes through Senate, but know for now that there is a planned fall break as an extended Thanksgiving weekend for 2016-2017.

Mark A: I received questions regarding Commissioner and Coordinator hiring from Jared Houston. I would like to answer those now. First, I was asked about outgoing Commissioners reporting that they were not consulted regarding changes to the Commissioner and Coordinator policies. I did not undergo an explicit consultation period for the policy changes because those changes included some feedback I had already received from Commissioners and because it



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didn't broadly impact the commission. Second, I was asked about transition reports being handed off to incoming Commissioners rather than having transition meetings over a one month overlap period, which was claimed to be against SGPS policy and also my earlier comments about how the transition period would proceed. Some issues arose and we had to push back hiring which made the overlap not possible to conduct. There were other pressing matters that came to the forefront for the Executive so we couldn't have conduct hiring with the overlap period as originally hoped. Only about half of Commissioners gave me transition reports, so arranging transition meetings may not have been feasible anyways. Third, I was asked about SGPS bylaw and policy considering specific procedures for hiring incumbents and a concern that these stipulations were not followed appropriately. While there is policy considering hiring incumbents, we skipped it this year given the changes to the structure of the Commissions and the new flexibility that comes with it, so I thought it would be more fair to open up a broad hiring option for new people to be considered as well. I didn't want to have a closed period. Incumbents were still given a leg up in the process because they had done well in their positions prior and so we did follow that approach in the hiring process. We did hire back the Equity Commissioner incumbents. No applicants asked me why they were not hired, so I have not sent out information about it to them, but I definitely want to be transparent with them, but I am only sending along information if they ask me about it. We received many outstanding applications and it was tough to make final decisions because of everyone's merits. Overall, I should note that I found these questions concerning, because they suggest that we have some secret motives involved in our hiring process. This is not true. The only motive we have is to pick the candidate with the best record to deliver for our students. Also, just because someone is the incumbent, it doesn't mean they are always the best option to continue on in a nepotistic system where they automatically remain in the position. New students and new talent should also have a chance to further the goals of the SGPS. Transition was made difficult because of major HR restructuring. I would like to discuss that later. Moving forward, the Commissioners we have will be submitting plans and we will review them to see what Commissions will be doing this year.

Christina: We are undergoing an audit that is taking longer than expected because of unforeseen circumstances, so we have hired KPMG to do accounting to get us prepared. We also have two outstanding audits right now which KPMG feels can be done in time for February. Since Executive has been busy because of HR restructuring we can only do so much, so activity fees will probably be disbursed sometime this week. I did all of the calculations for that myself and have started printing cheques for the groups receiving money. We expect people to come to the office to pick them up and sign for them because they are for a lot of money so we don't



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want to mail them out. Tomorrow our postings for two permanent staff positions will be going up online as well.

Lorne: Nothing to add but have a wonderful holiday break.

Eric: There has been a large shuffling of Councilors, so I have sent out advertisements to graduate coordinators to fill vacancies that have now been made. Welcome to the new councilors who are here today for the first time.

Jared: Is it still the case that the Social Commission role is vacant, and if so, why?

Mark: We made an offer to a candidate and that candidate worked for us for 12 hours and then resigned because of personal reasons, so we will start a new hiring process again for that position to fill it.

Cecilia: Why do you need to start a clean slate hiring process for that, can't you just select from the previous applicant pool?

Mark: We already sent out rejections from the prior process, and people may have now moved on to other things, so we would like to start over fresh instead.

Nakiran: I understand you want to bring new blood into the system, but is there proper feedback from the old Commissioners and is the information properly transferred from year to year?

Mark: We will make every effort to ensure transitioning is done properly. We have access to old emails and some transition documents. Outstanding transition documents will be forwarded on when we receive them. We do care a lot about institutional knowledge here.



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Jared: Regarding the rehire process, it still stands that the bylaw and policy were not followed in the initial hiring process. I remain concerned about that.

Travis: Point of Information: Is the SGPS compelled to rehire incumbents? Or is it optional? I think that is important information to consider.

Jared: Bylaw and policy at issue are 13.2.d and 3.2.1.b and both of these detail that incumbents expressing interest in applying for their position again are to go through a performance review process. It does not guarantee the position for them, but it does outline meetings that have to happen between them and their direct report.

Motion carried.



Senator, Trustee, Commissioner, Committee & Other Reports

- A. Senator Report** – Graduate Student Senator – Eric Rapos (report attached)
- B. Trustee Report** – Graduate Student Trustee – James MacLeod (no report)
- C. Commissioner Reports**
 - a. Athletics Commissioner – Dominic Kucharski (no report)
 - b. Equity & Diversity Commissioner – Erica Baker (no report)
 - c. International Students Affairs Commissioner – Sara Sidahmed (no report)
 - d. Social Commissioner – vacant (no report)
- D. Committee Reports**
- E. Other Reports**
 - a. University Rector – Mike Young (no report)
 - b. Chief Returning Officer – Travis Skippon (no report)
 - c. Departmental Reports (none received)
- F. Approval**

MOTION 12/08/15:4

Moved: Chris Cochrane (president@sgps.ca)

Seconded: Mark Asfar (vpp@sgps.ca)



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

Eric: I will discuss the proposed fall break in my next report.

James: Board of Trustees met recently. In 2016 we will hopefully see plan for renovation of the PEC. Also signing a contract soon for building envelopes. Chris' speech to the Board painted a good picture of what we experience at Queens as graduate students and report on activities related to that hopefully by the next one or two meetings.

Travis: Nothing to add.

Motion carried.



Question Period & Departmental Issues

A. None



Business Arising from the Minutes

A. None



Main Motions

A. Elections Team

MOTION 12/08/15:5

Moved: Chris Cochrane (president@sgps.ca)

Seconded: Mark Asfar (vpp@sgps.ca)

Whereas recent policy changes to remove the Deputy Returning Officer have left the SGPS



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Elections Team with only one member; and

Whereas the SGPS Elections Team also participates in joint Rector Elections with the AMS, which requires substantial work;

BIRT SGPS Council approve the addition of the following policy to the beginning of Policy P.9.1 Elections In General:

- a. The SGPS Elections Team shall be defined as:
 - i. the SGPS Chief Returning Officer, who shall be responsible for the main operations of the elections, and general oversight; and
 - ii. the SGPS Speaker, who shall be responsible for interpretation of policy, and decision making with regards to penalties assessed.

Chris: Last year we removed the Deputy Returning Officer position. One of the rationales was that this position had been vacant for a long time and was often just filled by the Speaker. What was not foreseen at that time was that during a Rector election our elections team is the only group allowed to participate in that election but our elections team is only one individual and we were going on the basis that the Speaker could fill in but it's not permitted in the policy for the Rector election. So we want to add in that we can have two members of the election team for the Rector election.

Motion carried.



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B. Faculty Graduate Council Representatives

MOTION 12/08/15:6

Moved: Chris Cochrane (president@sgps.ca)

Seconded: Mark Kellenberger (vpg@sgps.ca)

Whereas the SGPS is tasked with facilitating elections to the Faculty Graduate Councils for Arts and Science (Arts) Graduate Council, Arts and Science (Science) Graduate Council, and Health Science Graduate Council; and

Whereas during the initial election of Councilors to these positions only 3 of the 6 were filled;

BIRT that SGPS council appoint the following Councilors to the named positions:

Health Sciences Graduate Council (Masters) – [insert name here]

Health Sciences Graduate Council (PhD) – [insert name here]

Arts and Science (Science) Graduate Council (Masters) – [insert name here]

BIFRT if any of these positions remain vacant following the approval of this motion, SGPS Council task the SGPS Executive with appointing a suitable representative to any vacant positions.

Chris: Faculty Grad Councils meet to discuss academic issues at the Faculty level. Step up from Department level. SGPS is responsible for filling positions on some of these Councils. We had elections in October, but couldn't fill all six of the positions. Only filled three. We were hoping someone would volunteer to take on the role today and if not then we would ask Council to allow us to appoint someone else. It is an elected position, so first we want to allow an election at Council, but if nobody is willing to fill the roles then we would like to appoint other interested individuals instead.

Marina: Point of Information: What is the time commitment for this?

Eric: Meet once per month on average for about two hours or less, involving some extra preparation before. Sometimes members will also meet in smaller groups to prepare for meetings. Maximum five hours per month of time commitment.



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Mark: These positions are very important. Any program changes have to be consulted with students first. They will come through these bodies so you will be the student voice for those changes so it is a really important part of these Committees.

Marina: Is this from January until August?

Eric: Would be January until April or May. Only a few meetings left.

Marina: I nominate myself for the Arts and Science (Science) position. (seconded by Chris)

Eric: Anyone else for the Arts and Science (Sciences) position? Seeing none, we will fill Marina's name for that position. There are no Health Sciences members here today so if we vote in favour of this motion, Marina would take her position and the Executive would appoint Health Sciences members to the remaining vacant positions.

Motion carried.



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Other Business

A. SGPS Human Resources Changes

Mark A: Motion to move *in camera*. (Mark K second).

Eric: Explains what *in camera* means.

Motion carried.

Chris: Motion to rise and report from closed session (Mark A second).

Motion carried.

Mark A: Sean Richards is no longer the Executive Director of the SGPS. Andria is taking over as Interim Executive Director. Membership can get in touch with her for any pressing issues about the organization. The SGPS Executive is reviewing SGPS contracts, structures, and accounts. If you have any issues please get in touch to discuss further with us.

Andria: The info@sgps.ca email account is being monitored but we aren't responding to emails from it right now directly. Contact me at ea@sgps.ca for more immediate responses if needed.



Notices of Motion & Announcements

A. Notices of Motion

- a. No Notices of Motion Received

B. Announcements

- a. The next SGPS Council Meeting will be on **Tuesday, January 12, 2016 at 5:30pm** in the McLaughlin Room. Motions and Reports are due to the Speaker **no later than 4pm on Tuesday, January 5, 2016.**



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Adjournment

A. Adjournment

Motion 12/08/15:7

Moved: Chris Cochrane (president@sgps.ca)

Seconded: Mark Asfar (vpp@sgps.ca)

BIRT this meeting of SGPS Council be adjourned.

Motion carried.

Attendance

SGPS Council Attendance - December 8, 2015			
#	Position/Department	Name	Signature
SGPS Non-Voting Members			
n1	Executive Director	Sean Richards	Absent
n2	Executive Assistant	Andria Burke	Present
n3	Social Commissioner		
n4	Equity & Diversity Commissioner	Erica Baker	Absent
n5	International Students Affairs Commissioner	Sara SidAhmed	Absent
n6	Athletics Commissioner	Dominic Kucharski	Absent
n7	Speaker	Eric Rapos	Present
n8	Deputy Speaker	Alan Awez Mohammad	Regrets
n9	Chief Returning Officer	Travis Skippon	Present



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n10	University Rector	Mike Young	Absent
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SGPS Voting Members			
1	President	Chris Cochrane	Present
2	Vice President Graduate	Mark Kellenberger	Present
3	Vice President Professional	Mark Asfar	Present
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	Regrets
9	Rehab Senator	Cate Preston	Absent

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



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Faculty of Arts & Science Departmental Voting Members			
14	Art Conservation	Christina McLean	Absent
15	Art History	Rachael Hencher	Present
16	Biology	Eric Fedosejevs	Regrets
17	Chemistry	Nakkiran Arulmozhi	Present
18	Chemistry		
19	Classics	Fallon Bowman	Absent
20	Computing	Ben Cecchetto	Present
21	Computing	Laith Juwaidah	Present
22	Cultural Studies		
23	Economics		
24	English Language & Literature	Tatevik Vika Nersisyan	Present
25	Environmental Studies		
26	French Studies		
27	Gender Studies	Shelby Loft	Present
28	Geography	Nemoy Lewis	Present
29	Geological Sciences & Geological Engineering	Marina Joury	Present



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30	German Language & Literature		
31	Global Development Studies		
32	History	Anastasiya Boika	Present
33	Industrial Relations	Brittany Bates	Present
34	Kinesiology and Health Studies (Arts)	Emma Thompson	Present
35	Kinesiology and Health Studies (Science)	Robert Bently	Present
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	Regrets
40	Psychology	Sara Furlano	Present
41	Religion	Desmond O'Doherty	Present
42	Sociology		
43	Urban and Regional Planning	Julia Sjaarda	Present

Faculty of Health Sciences Departmental Voting Members

44	Nursing		
45	Rehab Sciences (Professional)	Kim Mikalson	Regrets



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46	Rehab Sciences (Research)		
47	Rehab Therapy		
48	DBMS - Anatomy and Cell Biology		
49	DBMS - Biochemistry and Cell Biology		
50	DBMS - Experimental Medicine		
51	DBMS - Microbes, Immunity, and Inflammation		
52	DBMS - Reproduction and Developmental Sciences		
54	Pathology and Molecular Medicine		
55	Public Health	Jessica Baumhour	Present

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



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63	Mechanical and Materials Engineering		
64	Mining Engineering	Alexander Cushing	Absent

School of Business Departmental Voting Members			
65	Graduate Students (MSc/PhD)	Jonathan Samosh	Present
66	Policy Studies	James Barsby	Regrets
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)		
70	ESS President	Mike Mollenhauer	Present
71	ESS VP External	Brittney Pakkala	Absent
72	ESS Representative	Alyssa Broadbell	Present
73	ESS Representative	Kate Carr	Present



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