



## Minutes

January 17, 2017 - 5:30pm

Robert Sutherland Room, John Deutsch University Centre

The Society of Graduate and Professional Students recognizes the traditional and ancestral territories of the Anishinaabe and Haudenosaunee Nations on whose lands we gather on today.



### Presentations

None.



### Adoption of the Agenda and Minutes

#### **A. Adoption of the Agenda**

**MOTION 01/17/17:1**

BIRT SGPS Council adopt the Agenda for the January 17, 2017 Council Meeting.

Motioner: Stuart Clark (VP Finance & Services)

Seconded: Anastasiya Boika (VP Campaigns & Community Affairs)

Motion carried unanimously.

#### **B. Adoption of the Council Minutes (December Council)**

**MOTION 01/17/16:2**

**[SEE ATTACHED MINUTES]**

BIRT SGPS Council adopt the Minutes for the December 13<sup>th</sup>, 2016 Council Meeting.

Motioner: Adam Ali (Graduate Student Trustee)

Seconded: Stuart Clark (VP Finance & Services)



### Executive & Speaker Reports

#### **A. Executive Reports**

##### a. President – Saba Farbodkia (report attached)

Saba Farbodkia (President) - Apologies for not sending in a written report. I'll go over what I have been doing for the last few months.

November: Senate meeting on racism and diversity; governance committee meeting was formed. Those people elected to position, in case you are interested in



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contacting them. Some members of senior administration were invited as non-voting members.

Meeting with Finance meeting – regarding the structure of the SGPS; doing a review of the SGPS in regards to staff. Talked about some difficulties in doing some of her own research

Meeting with Principal: International innovation – increasing enrollment of students coming from the United States. Just following up with the promise to take to (ask about committee name re: quality insurance) for curriculums for University.

Had a meeting with Student Affairs – currently working with policy changes.

Also working on a graduate student enrollment task force. Many Canadian universities have issues with decreasing domestic doctoral applications; need to create incentives. Have begun this discussion to push for incentives for Queen's

SCAD meeting – discussion about two programs (developing) in education and business. Education would be a joint program with one in China (cultural exchange opportunities). Be able to talk about professional programs and adjust specialty programs to reflect cultural diversity.

During November, had a meeting with the local Federal MP and the Prime Ministers Secretary of Finance – large people coming from Queen's re: innovation and economic inequality to incorporate into budget.

Did a follow-up with a local MPP (Garretsen) – immigration issues in Kingston – more innovation in Canada. For-profit vs. not for-profit...

Workplace harassment policy committee – some concerns re: reporting mechanisms; would go against confidentiality.

Board of Trustees meeting – read an open letter by a member about issues of racism and the way it is discussed on campus. Student asked her for help – used opportunity to voice concerns.

Update on Equity Standing committee – started the working group.



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- b. VP Graduate – Sebastian Gorlewski  
Sebastian Gorlewski (VP Graduate) - Dedicating this month to mental health audit of SGPS members – reiterate objectives: 1) to understand SGPS members knowledge of existing resources; and 2) what is the perception of these resources and how we can improve access and quality to students. Will discuss later in the agenda. Let him know of any feedback. With suggestions, we're hoping to make some changes with the upcoming referendum in lobbying.

SGS needs a student to sit on an academic appeals Board – academic appeals Board occurs when a student is appealing an academic decision (ex. Plagiarism, comps...etc.); in order to ensure non-partisan response, need a graduate student to sit on a representative; ensure that graduate student interests are being met. As the student is a humanities student (History), we have to recruit a humanities student not in History. Please let me know.

- c. VP Professional – Kishan Lakhani (report attached)  
d. VP Finance & Services – Stuart Clark (no report submitted)  
Stuart Clark (VP Finances and Services) - SGPS audit has been signed off on – auditors will be presenting results at next GM in February.

Only other update is the JDUC revitalization project – playing touch and go with in terms of student fees, plans w/ AMS. Likely that this project will be delayed – plans about next steps for the JDUC will be the task of the next Executive team. Some working group meetings in the next few months, which I will attend.

- e. VP Campaigns & Community Affairs – Anastasiya Boika (report attached)  
Anastasiya Boika (VP Campaigns & Community Affairs) - New way of communicating with members – just a condensed letter of newsletters. Take it back to department, put it in your student lounge and now more students will hopefully be aware of the SGPS and its events. If you have any other ideas, please let us know!

Orientation roundtable: first meeting is almost scheduled; looking to be on January 24<sup>th</sup>. If you're interested we are looking for members – couple hours/month. Planning Orientation week 2017. Looking at how to include all members and have a diverse set of events planned.



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Working with commissioners on events and workshops within the first week back. Always have food at workshops. Next workshop is tomorrow night re: TA Advisory Q&A. SGPS Executive workshop coming up – opportunity for people to come and talk.

Copy editing service – lots of frustrations; still in the works, but waiting to hear back from the SGS to apply for their initiative fund, which would allow her to run a pilot and a training module for future progress. Unable to pursue the project without support of the University (providing the training and funding). Running a pilot in March with \$0 or \$1,000 – we will see.

Workshop series is running! Different rooms booked throughout the term (not the multipurpose room, unfortunately – dance practice nextdoor). On our website, Polson room for tomorrow. 352. Take a look on the website. IF you have ideas about any other workshops, please let me know.

Expanding Horizons workshops – graduate international workshop has been taken over by the QUIC. Working with them on that next week. Had a conversation with Student Affairs re: supervisor workshop; will be going ahead this year or next – will be participating in planning. International commissioner and her are looking for ongoing feedback.

No updates on Clubs Office – Clubs fee going to referendum – working on a package for that in the upcoming weeks. Previous agreed upon by previous Council; keeping informed.

### **B. Speaker Report**

- a. Speaker – Jennifer Williams (report attached)

### **C. Approval**

**MOTION 01/17/17:3**

BIRT SGPS Council approve the Executive and Speaker Reports.

Motioner: Joanna Rees (Urban and Regional Planning Department Representative)

Secunder: Kristopher Jones (Sociology Department Representative)

Motion carries



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Questions about reports:

Korey Pasch (Political Studies Department Representative) – I would like a review about event sanctioning and if terms of reference have been updated.

Stuart Clark (VP Finance & Services) – Sandy has been kind of tied up with that, but I will follow-up.

Valerie Freemantle (Geography Representative) – Sebastian, what counts as Humanities?

Sebastian Gorlewski (VP Graduate) – Okay... Art History, Philosophy, Cultural Studies, English, Gender Studies, Drama, Languages. Would really appreciate if anyone could come forward.



## Senator, Trustee, Commissioner, Committee & Other Reports

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- A. **Senator Report** – Graduate Student Senator – Ciara Bracken-Roche (report attached)
- B. **Trustee Report** – Graduate Student Trustee – Adam Ali (no report)  
**Next Board of Trustees is Early March.**
- C. **Commissioner Reports**
  - a. Athletics Commissioner – Lindsay Ruitter (report attached)
  - b. Equity & Diversity Commissioner – Tahseen Chowdhury (report attached)

Tahseen Chowdhury (Equity & Diversity Commissioner): Updates – office hours have changed. Now 12:30-2:30 (JDUC 205).

Two initiatives:

- 1) Affirmative action workshop; hosted by herself and the Human Rights Office.
- 2) Planning photo exhibition and artistic expression night – looking for student portraits and have some volunteers. If you're interested, please email me. You get a professional photo in exchange for your volunteering. Always looking for your feedback. Please get in touch.



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- c. International Students Affairs Commissioner – Chiedza Pasipanodya (report attached)

Chiedza Pasipanodya (International Student Affairs Commissioner): Feedback on welcome back social is welcomed!

Equity commissioner and her will be hosting a workshop with the QUIC on February 1<sup>st</sup> as part of Black History Month. Encourage you all to come out!

- d. Social Commissioner – Yann Grand-Clement (report attached)  
Yann Grand-Clement (Social Commissioner) - Social hosting a Trivia Night on the 26<sup>th</sup> and a mixer on the 31<sup>st</sup>. Furthermore, getting the ball rolling with a semi formal – the SGPS holds a Semi-Formal. Occurring at some point in mid-March; you'll be hearing more about us soon – we want to market this fairly early. Want to get people excited for semi!

#### D. Committee Reports

#### E. Other Reports

- a. University Rector – Cam Yung (oral report)
- b. Chief Returning Officer – Vacant

#### F. Approval

**MOTION 01/17/17:4**

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

Motioner: Stuart Clark (VP Finance & Services)

Seconder: Emma Thompson (Kinesiology Department Representative – Arts)

Motion carries.



## Question Period & Departmental Issues

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## Business Arising from the Minutes

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### A. SGPS Chief Returning Officer

**MOTION 01/17/17:5**

BIRT SGPS Council elect Anne Macgregor as the Chief Returning Officer for the remainder of the 2016-17 year.

Motioner: Valerie Freemantle (Geography Representative)

Seconder: Adam Ali (Graduate Student Senator)

Annie MacGregor (Member at Large): Please call me Annie. Doing Masters in Kinesiology and Epidemiology. One of the co-chairs for GSC in SKHS and didn't have much of a role this year; been delegating to my other Co-Chair so he knows what to do next year. So I've had a lot of down time; would like to step up and get started with the SGPS.

Alexander Cushing (Mining Engineering): Do you have any plans to run for any positions?

Annie MacGregor (Member at Large): No.

Motion carries.



## Main Motions

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### A. **(New) Motion to Council – Election Petition Numbers Housekeeping**

**MOTION 01/17/17:6**

**BIRT Policy P.1.2.4.e.b.i.3 Establishing, Increasing and Renewing Student Activity Fees is amended to read:**

*A petition that specifies the Fee to be established and bears the signatures of at least **100** ordinary Society members, in accordance with the guidelines set forth in B.10 and P.9, delivered to the CRO;*

From what is currently written:



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*A petition that specifies the Fee to be established and bears the signatures of at least 7.5% of ordinary Society members, in accordance with the guidelines set forth in B.10 and P.9, delivered to the CRO;*

### **BIRT Policy P.1.2.4.f.b.i.3 Establishing, Increasing and Renewing Student Activity Fees is amended to read:**

*A petition that specifies the Fee to be established and bears the signatures of at least 100 ordinary Society members, in accordance with the guidelines set forth in B.10 and P.9, delivered to the CRO;*

From what is currently written:

*A petition that specifies the Fee to be established and bears the signatures of at least 7.5% of ordinary Society members, in accordance with the guidelines set forth in B.10 and P.9, delivered to the CRO;*

### **BIFRT this policy takes effect immediately and is not grandfathered in.**

Stuart Clark (VP Finance & Services): Minor housekeeping issue. Allowing a referendum for student fee to be on the ballot. Could bring forward a petition of 10% of the SGPS membership or come to Council to be voted on. When we changed eligibility requirements, we set a standard of 7.5%, but in recognition of the  $\frac{1}{2}$  to get on the ballot, we're going to reduce that amount by about  $\frac{1}{3}$  the numbers change to now. Large groups and small groups alike are both able to get onto the ballot. You see it twice because the policies and bylaws outline these numbers twice. 7.5% as a general membership is about 300 people. This represents a  $\frac{2}{3}$  reduction

Adam Ali (Graduate Student Senator): Question about the wording. For both of these is the establishment and increasing a student fee?

Stuart Clark (VP Finance & Services): They have roughly the same package requirements. But it's written twice in policy, hence the change twice.

Joanna Rees (Urban and Regional Planning Department Representative): Just to clarify, we are planning to go from 300 to 100 people?





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Stuart Clark (VP Finance & Services): Going from 7.5% (roughly 300) to now 100 people, for the reason to make it more accessible to go through Council vetting and be decided upon at referendum.

Adam Ali (Graduate Student Senator): In terms of communication, as current groups that are current members – is there a communication strategy.

Stuart Clark (VP Finance & Services): We are hosting an open town hall and sending out communications to all groups involved.

Motioner: Stuart Clark (VP Finance & Services)

Seconder: Nima Nojjati (LSS President)

Motion carries.

#### B. **SGPS Elections & Student Fee Referendum 2017**

**MOTION 01/17/17:7**

BIRT SGPS Council approve the following SGPS Elections & Student Fee Referendum dates, fees, and nomination package.

Election & student fee referendum dates:

Wednesday, January 18 <sup>th</sup> - Nominations Opens (9:30am)
Wednesday, January 25 <sup>th</sup> - Advertisement of Uncontested Positions (noon)
Wednesday, February 1 <sup>st</sup> – Nominations Close (3:00pm)
Thursday, February 2 <sup>nd</sup> – Special Council Meeting 5:30pm-6:00pm (approx.) McLaughlin Room, JDUC for referendum questions approval
Friday, February 3 <sup>rd</sup> – All Candidates Meeting (3pm – McLaughlin Room, JDUC)
Saturday, February 4 <sup>th</sup> - Campaign Period Begins (at 12:00 AM)
Wednesday, February 15 <sup>th</sup> – All Candidates Debate (5:30pm – MacCorry B201)
Wednesday, February 15 <sup>th</sup> - Campaign Period Ends (at 11:59 PM)
Thursday, February 16 <sup>th</sup> – Voting Begins
Friday, February 17 <sup>th</sup> – Voting Ends (at 4:00 PM)

#### Campaign Spending Limits:

P.9.8.f: “The maximum amount that can be spent on campaign activities by any candidate or by the referendum committees on one side of a referendum question is \$100. All funds



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spent by candidates will be reimbursed to the candidate by the SGPS at the conclusion of the campaign. No reimbursement will be given to referendum committees.”

Election nomination package:

Please find attached the (revised) election package for the 2017 SGPS elections.

Student fee referendum nomination package:

Please find attached the referendum package for the 2017 SGPS student fee referendum.

Stuart Clark (VP Finance & Services): Making some minor tweaks. It's important that SGPS Council be able to pass-over on candidates and fees to add physically onto the ballot. Need to set-up a second Council meeting – no longer than a half hour where you will get a copy of the nomination packages and just a procedural motion to be on the ballot, not an endorsement. A part about spending limits.

Adam Ali (Graduate Student Senator): Does the Council have to ratify the fees at a meeting?

Jennifer Williams (Speaker): Yes.

Adam Ali (Graduate Student Senator): What does that process look like?

Stuart Clark (VP Finance & Services): For fees, the way policy is written, the finances committee puts forward a motion about the fees. Not for vetting fees or candidates; moreso for

Motioner: Stuart Clark (VP Finance & Services)

Secunder: Korey Pasch (Political Studies Representative)

Motion carries.



## Other Business

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### A. Discussion: SGPS Mental Health & Resources Survey Questions



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Please see below a message from Deba Hafizi – Research Assistant in the SGPS regarding the Graduate Level Mental Health Survey. The first portion of this message is a blurb that will appear at the beginning of the survey. The second portion are five questions that they would like your feedback on.

The SGPS is conducting a Graduate Level Mental Health Survey, in order to gain a better understanding of the mental health status and well being at the graduate level and the resources that can be provided to help optimize mental well-being. Your answers to this survey will help us understand how to improve existing resources and if new resources need to be implemented for graduate students at Queen's. Your answers will remain anonymous and confidential. This survey will take about 5 to 10 minutes of your time. Thank you for your participation.

12. Which of the following resources and services have you used in the past academic year. Select all that apply

- Health Services
- Counselling Services
- SGPS Student Advisor program
- SGPS Student Handbook
- Expanding Horizons Workshops
- SGS Habitat portal
- Student Wellness Services
- Lesbian, Gay, Bi and Transgender Youth Line
- Good2Talk: Post-Secondary Student Mental Health Helpline



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**13. Of the resources and services utilized how satisfied were you with your overall experience**

	Very not satisfied	Not satisfied	Satisfied	Very Satisfied	N/A
Health Services	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Counselling Services	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
SGPS Student Advisor Program	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
SGPS Student Handbook	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Expanding Horizons Workshops	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
SGS Habitat Portal	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Student Wellness Services	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Lesbian, Gay, Bi and Transgender Youth Line	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Good2Talk: Post-Secondary Student Mental Health Helpline	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

**14. Comment on how you think that these resources can be improved**

Example "Good2talk: more accessible hours"

**15. What resources and services (not already mentioned) do you feel would help to optimize mental well-being as a Graduate or Professional Student?**

**16. In your opinion..**

	Strongly Disagree	Disagree	Neutral	Agree	Strongly Agree
Having a Fall Reading Week be conducive to mental well-being at the Graduate level	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

**17. Is there anything we have not asked about that you would like to comment on ?**

Sebastian Gorlewski (VP Graduate): Described objectives. Sending out on January 31<sup>st</sup> or February 1<sup>st</sup>. Looking at incentives to get a 10% response rate of it. In research statistics, that gives you a good indication that you have a proportion of your population. Would love for input, especially from another whose done this type of work. Anything to share. If you'd prefer to chat offline, please feel free to connect with me!



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Adam Ali (Graduate Student Senator): This is a survey focused on resources specific; why is that?

Sebastian Gorlewski (VP Graduate): Reason to not go towards evaluating students' mental health – University participates in the NCHA – done across various Universities. Jenny was one of the researchers in 2013. Looking not to evaluate mental health (don't have the resources); looking to see if students are aware in resources and changes in accessibility (e.x. SWS hours), issues with accessing counsellor...etc.

Adam Ali (Graduate Student Senator): This survey is not asking very many questions; are there questions that ask about major factors that contribute to mental health and wellness. Use those factors to assess resources.

Sebastian Gorlewski (VP Graduate): One concern is that we want a high response rate. Have kept it concise – 3 pages. Good way of getting 2 questions answered while asking one.

Emma Thompson (Kinesiology Department Representative – Arts): Specifically with Q13 – should you have an additional column about not knowing if the resource existed. Add an extra column.

Sebastian Gorlewski (VP Graduate): Thought process would that students would select NA if they were unaware. Should add more to that.

Lauren Brick (Graduate Education Representative – MEd): Question 12: N/A – didn't know such services. Should be an option about not knowing about the resources/haven't used them. Forced to answer vs. voluntary? If they didn't want to answer a question is it mandatory? If they skip a page how are researchers interpreting the response?

Sebastian Gorlewski (VP Graduate): Not quite such I understand what you're asking.

Lauren Brick (Graduate Education Representative – MEd): Q12, you have a number of options; if I'm going to answer those, can I just go to the next page? How is a researcher going to interpret this?

Sebastian Gorlewski (VP Graduate): Yep. I should add a more nuanced way to respond to that.



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Adam Ali (Graduate Student Senator): Which of the 5 resources are you aware of/have been made aware of?

Korey Pasch (Political Studies Department Representative): Building on Adam – do you have a question about services that you were aware of, how individuals found out about these resources on campus.

Sebastian Gorlewski (VP Graduate): Good suggestion.

Lauren Brick (Graduate Education Representative – MEd): Q14 – what resources do you wish we had? What “activities”; resources do you wish we had? What emotional support do you wish you could access? If you don’t know about them, you can’t make suggestion.

Sebastian Gorlewski (VP Graduate): You don’t think Q15 addresses that though?

Lauren Brick (Graduate Education Representative – MEd): Yes and no. Because you’re saying that they kind of assume of the resources. It’s kind of limiting in my opinion.

Adam Ali (Graduate Student Senator): Question kind of assumes that there are other resources available. Need to add What resources that are not offered at the University...

Michael Luoma (Philosophy Department Representative): Reading Week doesn’t really apply to Graduate Students. Because that might not be totally understood by the graduate population. Question 16 might be a little ambiguous. IT just might be good to note that an Undergraduate Reading Week.



## Notices of Motion & Announcements

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- A. The SGPS Winter General meeting will be on February 15<sup>th</sup> at 5:30pm (location **MacCorry B201**)
- B. The next Council meeting will be February 28<sup>th</sup> at 5:30 PM (location **Walter Light Hall 201**). Motions for the January Council meeting are due by 4:00 PM on Tuesday, February 21<sup>st</sup>.



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## Adjournment

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**A. Adjournment**

**Motion 01/17/17:8**

BIRT this meeting of SGPS Council be adjourned.

Motioner: Emma Thompson (Kinesiology Department Representative – Arts)

Seconder: Nima Nojjati (LSS President)

Motion carries.