



Agenda

September 20, 2016 - 5:30pm
Location: Biosciences Room 1120

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

A. Kyle Curlew – SGPS Awards

Kyle Curlew announced the winners of the SGPS awards [edit these in to place].
SGPS Awards Committee dissolves because it has no work.



Adoption of the Agenda and Minutes

A. Adoption of the Agenda

MOTION 09/20/16:1

Moved: Saba Farbodkia (president@sgps.ca)
Seconded: Stuart Clark (vp.finance@sgps.ca)

BIRT SGPS Council adopt the Agenda for the September 20, 2016 Council Meeting.

Vote: Motion carries unanimously.

B. Adoption of the Council Minutes

MOTION 09/20/16:2

[SEE ATTACHED MINUTES]
Moved: Saba Farbodkia (president@sgps.ca)
Seconded: Stuart Clark (vp.finance@sgps.ca)

BIRT SGPS Council adopt the Minutes for the September 13, 2016 Council Meeting.

No corrections to the minutes were noted.

Vote: Unanimously in favour.



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III.

Executive & Speaker Reports

Motion: Move into committee of the whole.

Moved by: Stuart Clark

Seconded by: Sebastian Gorlewski

Vote: Unanimous in favour.

A. Executive Reports

- a. President – Saba Farbodkia (report attached)

Saba: Most of my work is through representing the SGPS through various committees and meetings with high level members of the administration, Principal, Provost, Dean of Grad Studies, Student Affairs, Director of CTL. I quite regularly meet with these groups and this is one of the best chances to represent the SGPS interests to stakeholders. I am also an ex officio member of several committees, e.g. information services, senate, campus development and planning, or a task force on fall term break. I have several projects to support this work through data collection and formalizing the process we use to identify student concerns and interests, so we can advocate for students based on real stats, not just anecdotes.

Compile stats from resources that are already available to look into student-supervisor relations, do our own surveys, run town halls or focus groups. Equity issues. I've picked these two not because others are not important - from stories I hear from my peers, these two are the most pressing issues. Once we've done the research, it may come to our attention that it is not the case. We will formalize a process of research so the next exec teams can also follow this pattern, and we do a review every few years so we can assess progress. Part of this will focus on my relationship with the membership. A lot of members do not know me. I hope to meet many more members through social events or through departments.

Revise the way that our staff communicate the information they get from their involvement with the membership. Student advisors or commissioners can report stories they've heard while protecting confidentiality. Our process does not address those issues presently. Taking on the responsibility for the equity commissioner. I hope that research on equity issues will help me to develop an SGPS Equity Strategic Plan. That will be in consultation with the forthcoming Equity Commissioner, hired in October.

- b. VP Graduate – Sebastian Gorlewski (report attached)

Sebastian: Presents year plan. Summary, four points. Advocate for students to admin. Two big committees - GSEC, GSLAG. Oversee student advisor program. Four things: Increase SAP awareness. Applicable to every member of our constituency, but most people don't know about it. Establish marketing plan. Boothing. Class talks. Mental health review. Need quantitative data to lobby the university effectively. Hiring research student and partners in university admin. Establish mentorship opportunities. SGS well aware of this as an issue - are piloting a mentorship program and community



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program. In case there are voids, we can fill them or work with the SGS to improve these programs and provide more mentorship opportunities. Fundraising opportunities for the SGPS. Hasn't been a major historical feature of the SGPS. Alumni are eager to help, and we need to explore these opportunities. Get an SGPS organizational fund going in their office. Projects for student space, improving mental health resources, addressing sexual assault on campus, etc.

c. VP Professional – Kishan Lakhani (report attached) [absent]

d. VP Finance & Services – Stuart Clark (report attached)

Stuart: Bigger picture is consistency - the way we govern ourselves, provide service, and the expectation of services from our members. A lot of our projects are about measuring student concerns, to put together the nuts and bolts of a student organization that can do repeatable reviews to consistently have a set of data to inform our advocacy.

Student advocacy from a graduate perspective is difficult in the absence of quantitative data. We look weak in front of the university, because we cannot enumerate our concerns - mental health, time to completion, and other large advocacy goals. We can't get information without asking for people's opinions.

As the VPFS, I have the most inward facing position. My job is to help run and review the operations of the SGPS. Improve aspects of how things are administered - staff, distribution of power, how operational decisions are made.

Five ideas-

Structural reform.

Bursary project - track the impact of the new program from 2015-2016, and solicit feedback for the creation of new bursaries. Larger theme throughout all plan s- regular expected reviews, so everyone is on the same page and we know the long term trajectory of the society.

Grant/Sponsorship/Strategic Funds System - SGPS collects a number of fees, including the accessibility fund and the sustainability fund. These have historically been pooled and distributed as grants. A lot of these practices no longer exist. Reviewing the purpose of the funds, and implementing a new process and procedure to allocate these funds appropriately. e.g. a means to access the accessibility fund. Just because it exists in B&P doesn't mean it actually gets implemented.

Student Activity Fee Policy Review - F&S committee has done great work on this. This project is largely already done, and need to return to council. What procedures will be put in place? We need Council input. For example, the SGPS is part of the Shared Services Agreement that allows us to access AMS services. We have student fees to fund these services, but don't have any reciprocal obligations that come out of this. I believe that, if you get money from our members, you should be able to account for where



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that money goes, and how SGPS members use or benefit from your service. You will see this in the final policy recommendation.

JDUC Revitalization - every couple of years, the AMs engages in a series of space audits in the JDUC. They evaluate long standing capital improvements, and we are being asked to be part of the process. Are there capital improvements that we can contribute to this building? What are our 5, 10, 30 year goals, and can we lock this into some physical document? We want to have a fully formed proposal to sell to students to generate a fee to fund a, or have the audit completed and we can resume this project later on if the future desires. Graduate social space, meeting rooms. Space in the JDUC that we aren't currently getting a lot of use out of - stuff we're paying rent for and don't get use of.

Strategic Governance Review - How can we improve the organizations functionality without things becoming too bureaucratically burdensome? No controls existed previous to this. Exec would run with ideas, and the SGPS would just get an invoice in the mail. We have developed these internal accountability structures, and want to perform a review and tweak the system.

Structural Review of Organization - the relationship between the Executive, Council, and individual members. Can we adapt the makeup of these groups to make the organization easier to manage? We're left without a formalized support network / training procedures and need to spend the first couple months relearning how to do our jobs.

Transition program - a series of manuals to keep these processes in place, so regardless of who is elected, they are not left without the tools in their toolkit to do the best job in the best possible way.

Jared: Structural part of the governance review. The relationship between Executive and Council. Who will be undertaking this review? If we want to have a discussion of the balance of power between the executive and legislative branch, we need to talk to both parties first.

Stuart: I will be bringing some recommendations to Council to form committees to have these discussions. For example, discussions about the budget process; we want to know what Council's expectations are first, so we can meet those expectations. What high levee decisions do we need to bring to Council first to get approval on?

e. VP Campaigns & Community Affairs – Anastasiya Boika (report attached)

Anastasiya: Position is less formally defined. Previous years have been defined by big projects. First project, review commissioner relationship. Assign the VPCCA as the official contact for the commissioners, participate in exit interviews, and resource for incoming commissioners. Orientation week - Running exit survey for SGPS O-week. Review the data and improve the experience for next year. Hope to produce something like the ORT in the AMS - committee that discusses orientation week and assists the Social Commissioner with the week.



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Research assistants - Mature students, international students, indigenous students. Looking at supports on campus and identifying gaps as compared to other universities and institutions. Produce a report by the end of the year with actionable items that future groups can follow up on.

Clubs office - working directly with Grace. point contact for SGPS to ensure the AMS/SGPS are working together on the clubs office. Make sure grad students are getting all the information and all clubs are available. working on a show for CFRC to showcase clubs on campus.

Editing Program - volunteer-based student editing program. Will help students who have English-as-a-second language, and provide professional development for students desiring editing experience. Work with group son campus to get a pilot up by the end of the year.

Expanding Horizons - create a new program specific to international students for bettering student-supervisor relationship. Working with CTL and QUIC. In the schedule soon to start in February.

Jared Houston: Editing program is a great idea. Did this emerge out of our experience from the student advisor program?

Anastasiya: I heard that in the past there had been editing service there. They can't, because of academic integrity. The writing centre is only open for during the academic year, and doesn't have the capacity to meet the demand of the graduate and professional student membership.

Sebastian: Also came about from consultation in the QUIC. Major issue their constituency faces.

B. Speaker Report

- a. Speaker – Travis Skippon (report attached) [nothing to add]

Jared: Regarding the role of the Deputy Speaker. This position is appointed by you but needs to be accepted by Council.

Travis: I haven't done it until now since Chris has been doing this as an ad hoc basis over the summer. It has slipped my mind to bring this forward, and will do that very soon.

C. Approval

MOTION 09/20/16:3

Moved: Saba Farbodkia (president@sgps.ca)

Seconded: Stuart Clark (vp.finance@sgps.ca)

BIRT SGPS Council approve the Executive and Speaker Reports.

Vote: Unanimous assent.



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IV. Senator, Trustee, Commissioner, Committee & Other Reports

A. Senator Report – Graduate Student Senator – Ciara Bracken-Roche (no report)

Ciara: Received Senate orientation yesterday. First meeting is at the end of this month. I should have a report at the next council. Otherwise, I should be able to keep everyone fully informed.

B. Trustee Report – Graduate Student Trustee – Adam Ali (no report)

Adam: The first meeting of the board is at the end of the month. Shoot me an email.

C. Commissioner Reports

- a. Athletics Commissioner – Dominic Kucharski (no report) [absent]
- b. Equity & Diversity Commissioner – (vacant) (no report)
- c. International Students Affairs Commissioner – Sara SidAhmed (no report) [absent]
- d. Social Commissioner – Kyle Curlew (no report)

Kyle: Still working on overtime, will be submitting long report for next Council.

D. Committee Reports

E. Other Reports

- a. University Rector – Cam Yung (no report) [absent]
- b. Chief Returning Officer – Vacant (no report)

F. Approval

MOTION 09/20/16:4

Moved: Saba Farbodkia (president@sgps.ca)

Seconded: Stuart Clark (vp.finance@sgps.ca)

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

Vote: Unanimous consent.



V. Question Period & Departmental Issues

No questions submitted. No departmental issues.



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Business Arising from the Minutes

A. SGPS Chief Returning Officer

MOTION 09/20/16:5

Moved: Saba Farbodkia (president@sgps.ca)

Seconded: Stuart Clark (vp.finance@sgps.ca)

BIRT SGPS Council elect [name] as the Chief Returning Officer for the 2016-17 year.

Travis: Requests nominations for the position of Chief Returning Officer. None stated.

Stuart: Can we nominate people in absentia?

Travis: - They have to consent to the nomination. We cannot compel people to hold the position. We need one by December, but no later. Elections in January. As a bit of information, if there is no CRO, those duties fall to me.

Kyle: Can we find more information about the CRO's duties?

Travis: Listed in B&P.

Adam: Can we publish this in our newsletter or through other means?

Motion to postpone to October Council meeting:

Moved: Stuart Clark

Second: Adam Ali

Vote – unanimous consent



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VII. Main Motions

B. 2016/2017 Budget (Second Reading)

MOTION 09/20/16:6

Motioned: Stuart Clark

Seconded: Saba Farbodkia

BIRT Council approve a second reading of the presented budget (see appendix) for the 2016/2017 year

Stuart: I have responses from Sandy about a number of questions from last week.

How did we spend our bursaries and grants in Fiscal 2015/2016? Conferences budget line item? How can we account for other income?

Bursaries grants - in 2015/2016, we spent \$14,600 on dental bursary (incl. \$10,000 transfer from PSAC, and \$4,500 transfer from H&D company). Net expense was \$110. International student bursary, spent \$10,400. \$10k from PSAC, so about \$400 in expenses.

Spent \$24,000 ESA, incl. \$2500 donation from H&D.

Grants - Actually made money by getting a refund from the AMS. Spent \$14,600, got \$20,000 back. Net expense of -\$5500.

Interest Income/Other - comes from investments and stale-dated cheques. \$5700 on stale dated cheques - unclaimed cheques during the six-month period. \$5900 in a credit from the AMS related to 2014/2015 (they just owed this to us). \$4200 in interest from our investments. \$2400 in additional interest earned this year vs. last year on our loan to the AMS (gender neutral washroom project).

Exec. Conferences / Prof. Development - On Conferences: CAGS all in (\$2200, mandatory delegate fees and travel expenses). CFS National Conference (\$1600), NGC AGM and CFS (delegate fee of \$405). AGM for Indigenous experience summit (\$400). GU15 (\$3072, delegate fees, travel costs, and report produced). AGM for National Aboriginal caucus (\$390). Miscellaneous expenses, Grant Hall Expense for \$90, Board room expense for \$177. CAGS Reimbursement (credit for \$1200). Cash accrued in the order of \$1800.

StudioQ photos - \$288. Accounting program of \$25 annual.

Any additional questions?



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Korey Pasch: Corrected pronunciation of PSAC 901 (P-S-A-C, not "pea sack").

Vote:

In favour: Unanimous



VIII. Other Business

Discussion of the proposed Smoke-Free Policy for Queen's University

Sophia: Public health sciences representative. Co-president of Master's of public health program. Part of a student working group trying to push forward a policy to make queen's a smoke free campus. Wanted to bring this policy to the council to make you aware of where this is.

This policy became an interest of ours when we heard about the tobacco summit end game at queens, which is an elite conference for over 100 professionals. By 2025 they want to have down to 5% of Ontario smoking. We thought it was logical to bring queen's down to smoke free.

A policy that prohibits the use of any smoke producing tobacco products (cigarettes, cigars, etc.) with an exception for aboriginal students for spiritual purposes. Brought to Caroline Davis and Dan Langham are on board. Seem to have a soft launch by the end of this year. Goal to have full implementation by orientation week of next year. Here to answer nay questions.

Korey: What do you mean by smoke free campus?

Sophia: 8.7% of students at Queen's smoke. by making it smoke free, you would not be allowed to smoke on campus at all.

Kyle: I want to preface this with the fact that I'm an ex-smoker. I came from an undergraduate university that did the same thing without any plane to involve people, so people just smoked and got a lot of tickets. How are you going to try to productively engage with people?

Motion - enter committee of the whole

Moved: Stuart Clark

Seconded: Emma Thompson

Vote: All in favour.

Sophia: Part of it is involvement with leave the pack behind, and working with the unions on campus. There are workers on campus as well, nicotine replacement initiatives. As the policy moves further along, we will have a student-wide advocacy event that brings students in and will give them the opportunity to be involved and plan ahead. that's why we want to have a soft launch, to work out kinks.



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Korey: I'm glad that you mention not just professors and students. I think it's important to recognize the class-based aspect of a decision such as this. My understanding is that most campus buildings are already smoke free, and it doesn't seem like this is an endemic / epidemic problem on campus. I don't feel like I'm pushing smokers out of the way by my building. Where did this initiative come out of? If the unions that represent the workers on campus have an opportunity to be involved from the ground up? I would feel bad of depriving someone who works for Aramark of their smoke break on campus.

Sophia: This is a good point. It is adding to the fact that smoking is not taking away someone's right, just that you can't do it in that location. Look how close we are to KGH. People just cross the street to smoke on Queen's campus. We need to work with KGH on that. There will be a task force with health promotions, the unions, the VP committee, student affairs, to create this policy. The policy has not been written, it's just on the agenda, so a representative of the unions can speak to what their members want as well. This will not be just top-down - as best as possible we will include all relevant members.

Debra: I'm glad to hear a work-relationship is in the works. How does this interact with the Ontario municipality act, or other laws that don't allow smoke free zones created around building? Smoke-free Ontario, Ontario municipality act, which dictate where smoking sits in the legal system.

Sophia: Smoking is still permitted, just not on the boundaries of what's on the map. Not on Queen's campus. We've heard questions like this before. The policy hasn't been developed yet, so it's good to learn.

Emma: Will the student body or employees be allowed to vote?

Sophia: There will not be a time to vote. There was a survey in 2013 by leave the pack behind, and almost 56% of students supported this type of policy. Once the policy is created, it will be posted and students and others can comment on it and that can be added

Fiona: My office is downwind of a smoking area. I strongly approve of this initiative. Do you know how well the KGH policy has gone?

Sophia: One of the issues - these policies have been implemented elsewhere, but their outcomes have not been reviewed. We know it has created awareness, and there is a need for more support for KGH's policy.



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Faleh: I am a smoker. I have some concerns. Smoking for a smoker is important. I expect many people would not consider Queen's if this was implemented. If a student or prof is a smoker, they would rethink applying to Queen's. Has this been taken into account? Have you considered marijuana? Will this be included, as we seem to be moving towards legalizing it? There was an exception for aboriginal people. Why is this not just for religious or traditional reasons?

Sophia: With respect to aboriginal people, it is an exception for aboriginal people to use tobacco for the cultural or spiritual reasons. After speaking with the four directions center, that is something that would be of value for them and a place we want to work in partnership with them.

Faleh: But why is the statement not more general? Some Indian gatherings utilize this type of smoking? Why is this just for a particular group's traditions being respected?

Sophia: I don't have a clear answer for you. I can take this back and raise it to the working group. With respect to Marijuana - from campuses that have implemented smoke free policies - the VPs will decide further along how they want to involve it. They likely will want to keep it the same as tobacco, though with medical marijuana they may treat it in a case-by-case basis. This has been discussed before, but won't be something that the student group will be involved with. As for discouraging people - there hasn't been a lot of research done on the impact, so we can't say what the impact will be. I will bring this to the group. Research shows that international students applications are not affected by smoke free policies. A lot of schools Queen's partners with for exchange have smoke free policies.

Stuart: I am confused. Is there something specific you want from the SGPS today?

Sophia: I wanted feedback like this. I want this issue to be on the radar for the SGPS. If they want to move forward with this policy, the SGPS should be aware and know it's coming so we can have more information going forwards. I wanted to have everyone's voice heard since we are still in the development phase.

Korey: Where is this policy proposal actually coming from? Is this an external group advocating for this? Could we have a timeline?

Sophia: the proposal has been proposed multiple times in the past. Last major push was 10 years ago. Major concerns were that people who had to smoke would just have to smoke on the streets. Since then, smoking has come back onto the agenda and is hosting this tobacco end game summit, hosted by a member of the school of medicine. A few students speaking with her, we thought that this was an opportunity to bring this back to the front. We have now partnered with a number of groups and this is



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the farthest this policy has gone. We have found support now in Queen's with the VPs. A survey was done in 2013 by Leave the Pack Behind. Rate of smoking is 8.7%, perceived rate is 23%. There are less smokers on campus than students thought. A 2015 59% of queen's students supported smoke free campus policy.

Robin: my building is right next to KGH. Everyone from KGH comes right in front of our building. how will you be enforcing this rule? will it be the same for KGH staff as students?

Sophia: enforcement is still to be decided. research shows smoke free policies that even have no enforcement have a four-fold decrease in smoking on campus. The issue moving forward is how do we want to deal with enforcement. the task force will hopefully involve someone from KGH.

Emma: It concerns me that this policy does not address the social determinants of smoking and why someone would initially start smoking. This isn't about increasing cessation of smoking; it's about pushing people off campus to smoke. This doesn't seem to address the... Pushing people to the periphery of campus does not help people to quit. Smoking tobacco is legal in Canada, so it's your choice to smoke. I am confused about what your policy's goals are?

Sophia: what's important to remember is it is not a one and done thing. it is a component to a comprehensive approach to smoking. we are aware this policy is not smoking cessation. it may be a small part of the decision. it's part of a comprehensive approach. this is not just the one thing that's going to solve it. being in public health, this sometimes comes from a combination of things. we felt that we needed to raise this on the agenda. some schools in BC have done this and been successful. This is a touchy subject. We thought that we could try at least. I agree with what you're saying. This is not the solution, but it is a component to a greater solution.

Korey: Was the grad club consulted with regards to this policy?

Sophia: I don't know if they have been contacted directly. I've never seen someone smoking on the patio.

Adam: what's the name of your group?

Sophia: [Student Policy Working Group] 9sm95@queensu.ca There are four students and a member of the KFLA health unit.

Adam: How many students drink alcohol at queens? In terms of drugs that are legal that have deleterious effects, which between alcohol and tobacco is a bigger issue.



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Sophia: - I agree that alcohol is a bigger issue, but that doesn't mean the other is not important.

Stuart: Point of Order - I think this discussion has moved away from the germane.

Sophia: I think it's important to get your input at this point on the discussion.

IX. Notices of Motion & Announcements

No notices have been submitted.

X. Adjournment

A. Adjournment

Motion 09/20/16:7

Moved: Saba Farbodkia (president@sgps.ca)

Seconded: Stuart Clark (vp.finance@sgps.ca)

BIRT this meeting of SGPS Council be adjourned.

Vote: Motion passes.