



Society of Graduate and Professional Students
Report of the President
December Council Meeting 2016

[No report submitted]



Society of Graduate and Professional Students
Report of the Vice President Graduate
December Council Meeting 2016

[No report submitted]



Society of Graduate and Professional Students
Report of the Vice President Professional
December Council Meeting 2016

Hello SGPS Council Members,

I have very little to report since the general meeting as all projects are ongoing, but will provide further updates at the January Council Meeting! I would however like to include in this report, as it was orally stated at the past meeting, that the SGPS is happy to announce the hiring of Andria Burke as our Executive Director! She is an integral part to our organization, works tirelessly for our members, and we are delighted that she will continue to do so as our Executive Director.

I wish you all best of luck on your examinations, papers, and other academic deadlines as the semester comes to a close. Have a safe, joyous, and relaxing holiday break, and I look forward to working with all of you in the new year.

As always, you can contact me at vp.professional@sgps.ca with any questions or comments!

Cheers,

Kishan Lakhani
Vice-President Professional
vp.professional@sgps.ca



Society of Graduate and Professional Students
Report of the Vice President Finance & Services
December Council Meeting 2016

SGPS Council,

I hope your exam and end-of-term work is proceeding smoothly. I have the following updates on my projects.

Structural/Governance Reform

Nothing to report. Timelines are still on track to have transition materials done for the next executive.

Bursary/Grants/Strategic Funds

We have compiled bursary and grant information for the fall term to assist the committee in tweaking the program. Expect minor changes to the program in terms of awards and approval timelines in January.

JDUC Revitalization

I am meeting with the AMS sometime before the break to go over SGPS space requirements in a renovated JDUC. The AMS should send out its RFP in early January—which means we should have a better idea of what the plan will be around then.

Student Activity Fees

I am still writing the manuals and designing the application process. The committee will see everything mid-December—I wanted to get out of exams first so nothing gets rushed when putting the materials together. We're still on track in terms of the timeline to roll everything out.

Event Sanctioning/Departmental Registration Review Committee

We have compiled internal statistics on events that used the system for the fall term, as well as correspondence on the ease of access with the system. The Finance committee should get terms of reference mid-December with all the information necessary to review system from a variety of standpoints. Expect a report for January.

As always, I am free to take your questions.

Respectively Submitted,

Stuart Clark

Vice President (Finance & Services)

Society of Graduate and Professional Students (SGPS)

vp.finance@sgps.ca



Society of Graduate and Professional Students
Report of the VP Campaigns & Community Affairs
December Council Meeting 2016

Dear Council,

For those in the midst of exams, hang in there! Keep in mind that the Student Advisors are available if you are feeling stressed out and in need of someone to talk to. The SGS also has counsellors on hand, and there are a number of de-stressing events going on all over campus this month! As always, if you have any questions about my report, or if you just want to email and say hi, please contact me at vp.community@sgps.ca.

O-Week:

I am still looking for people to get involved in the Orientation Round Table Committee, so if you are interested, please contact me. Alternately, if you have any ideas and don't want to commit to sitting on the committee, please email me and let me know what your thoughts are so we can include your commentary in the planning process. The first meeting will take place in late January, time and date TBD.

Commissioners:

Within the past few weeks, I have met with all the Commissioners and am working with the Equity and International Commissioners on a few different projects and workshops. We will continue to meet regularly in the winter semester, and I will be beginning work with the Commissioners as a group on their Manuals in January.

Research Assistants:

I am continuing to check in regularly with my two Research Assistants, who have both already done a substantial amount of research. There will be a survey sent out in January by the International Resources Research Assistant and the information gathered by both Research Assistants will be amalgamated into a report by April 2017.

Editing Service:

Following several meetings about the proposed service, there are a number of items that need to be changed before a second version of a proposal can be drawn up. I am meeting with the SGS again prior to the Winter Break in order to solidify next steps and plan to return from Christmas break with a new draft. There is also a focus group in the works in order to get initial feedback and I will be running another one in the early winter semester, so if you are interested in being a part of that, please email me.

Workshop Series:

Two of the Commissioners are currently planning their workshops for the winter semester. I have also been in communication with the Centre for Teaching and Learning about running a few workshops to provide students with an opportunity to ask questions about Teaching Assistantships and some of the hurdles that come up. The dates for those workshops will be advertised on the SGPS website as soon as they have been solidified. If you have any ideas on what you would like to see run during the workshop series, or if you are interested in running a workshop yourself, please feel free to contact me.

Expanding Horizons Workshops:

As mentioned in my previous report, the workshop for graduate students has been taken on by the QUIC, so if you are interested in more information as an international graduate student, please keep an eye out on their website for the posting. The second workshop that I proposed running, which is meant for supervisors entering into the supervision of international graduate students, is still in the planning stages and will be running during February through Expanding Horizons.

Clubs Office:

Below I am including the review created by the Clubs Office Manager, Grace Kim, and myself. Grace is actually going to be attending Council in December so she will be available to answer any questions and will be providing a brief rundown of the report. If you have any questions, please feel free to contact myself or Grace. Her email is clubs.manager@ams.queensu.ca.

Clubs Office: Mid-Year Review

Objectives:

1) To rebuild the trust between the Clubs office and the Clubs community

Goal	Progress	Next Steps
Create a consistent flow of communication between the office and clubs	<ul style="list-style-type: none"> Sent out weekly update emails to clubs every Monday 	<ul style="list-style-type: none"> Continue to send out weekly update emails Set up consistent office hours
Provide sufficient notice on important deadlines to clubs	<ul style="list-style-type: none"> Setting up dates for winter semester in advance 	<ul style="list-style-type: none"> Make dates available on AMS/SGPS website & Clubs Portal Promote on social media
Provide recognition for clubs contribution to the community	<ul style="list-style-type: none"> Feature clubs on social media on a weekly basis Working on Clubs Appreciation Week 	<ul style="list-style-type: none"> Begin looking into provision of club awards for further recognition
Increase consultation with clubs on major decision-making	<ul style="list-style-type: none"> Surveys/consultation with clubs via Google form 	<ul style="list-style-type: none"> Mid-year feedback survey of Clubs office to be released in January

2) To offer clubs better resources

Goal	Progress	Next Steps
Improve space allocations	<ul style="list-style-type: none"> Provided further resources for each room Conducted survey on how to further improve club spaces 	<ul style="list-style-type: none"> Incorporate auditing data in allocating space for next year

Improve access to important information	<ul style="list-style-type: none"> Created Clubs Manual Clubs information now available on AMS/SGPS websites 	<ul style="list-style-type: none"> Updating relevant content on websites Include dates for upcoming semester
Provide additional resources for clubs	<ul style="list-style-type: none"> Tricolour Open House and Clubs Caucus took place in Fall semester 	<ul style="list-style-type: none"> Hiring workshop and Winter Clubs Night coming up next semester
Expand Clubs Bursary Program	<ul style="list-style-type: none"> Updated application form and uploaded onto website 	<ul style="list-style-type: none"> Increase promotion through social media and websites

3) To create a solid Clubs office presence on campus

Goal	Progress	Next Steps
Create more awareness of Clubs office on campus	<ul style="list-style-type: none"> Increased social media presence and weekly content updates 	<ul style="list-style-type: none"> Work on plan to incorporate SGPS outreach
Create a cohesive Clubs team	<ul style="list-style-type: none"> Weekly meetings with members of Clubs office and SGPS liaison 	<ul style="list-style-type: none"> Ensure strong transition for incoming team

Addition to original goal plan:

Involvement Compass

- A tool based on other universities that will make it easier for students to find clubs to get involved with
- A quiz that uses interest based responses to help students narrow down their options for potential club involvement

Hope everyone has a great break and see you all in January!

Sincerely,

Anastasiya Boika
VP Campaigns & Community Affairs



Society of Graduate and Professional Students
Report of the Council Speaker
December Council Meeting 2016

Members of the SGPS Council,

For those of you I haven't yet had the opportunity to meet, my name is Jennifer Williams and I'm a 1st year MSc student in the School of Kinesiology & Health Studies. On November 8th, 2016, I was elected to the position of Speaker for SGPS Council and am thrilled to have the opportunity to serve you over the course of the next year.

In the upcoming semester, we will be entering into the next election period for the 2017-2018 Executive team. I would encourage you to consider running in the election yourself, or recommending friends or colleagues run. More information will be posted in the near future about the upcoming elections. If you have any questions about the elections or how to run, feel free to email me at speaker@sgps.ca

Finally, along the same note, we are looking for a **Chief Returning Officer (CRO)** to aid in the coordination of the elections in Winter 2017. The CRO is responsible for running the SGPS elections and referenda, and is paid a stipend of \$600.00 for their time and contribution. If you are interested in this role, please email me at speaker@sgps.ca

Thanks for reading through my report, and all the best with the rest of your semesters!

Yours in Education,

Jennifer Williams
Council Speaker
speaker@sgps.ca



Hello Council,

In this report I have included notes about the two major meetings that I have attended this past month as Senator. Notes for the GSEC are included as well as a brief summary of the last Senate meeting that took place.

Graduate Studies Executive Council (GSEC)

Highlights from the November 2016 meeting (as prepared by Monica Corbett)

Dean's report: B. Brouwer reported:

- The Graduate Diploma and Professional Master's in Medical Sciences were approved by the provincial Quality Council.
- Fall 2016 Convocations saw over 800 graduate students receive their degrees and all ceremonies were well attended.
- B. Brouwer, M. Straznicky and K. McAuley attended the annual conference of the Canadian Association for Graduate Studies (CAGS) in early November. The conference theme was access in its broadest sense with sessions about application and program structures to attract indigenous students; invisible biases in processes; attracting international students and the growing need to market and compete for top students. Daniel Guhr (Illuminate Consulting Group) emphasized evidence-driven tactics of quick response time to enquiries, quality of service, quick application response time. Prospective students are interested in time to degree completion, and labour outcomes of graduates.
- B. Brouwer recently travelled to China and engaged in very good discussions, making progress toward dual degree options with Beijing Normal University and South China Normal University.
- At Fall Graduate Forum (Nov. 22), Christine Macdonald from Mitacs gave an excellent presentation on their suite of programs, how to leverage Mitacs funding to support students to degree completion, cluster grants (inter-program, inter-university), Globalinks opportunities for supporting grad student going abroad, etc. Attendance by grad faculty was extremely disappointing; finding ways to support graduate students should be a priority for all. The presentation is on the SGS website.
- The November official count reflects a shortfall of 118 Master's and 89 PhDs relative to our provincial graduate enrolment targets. The impact is ~\$4M unclaimed government funding and reduced capacity to support the Queen's research enterprise. Faculty member engagement in recruitment is critical.
- Effective mentorship by faculty members as supervisors of graduate students is a key factor in the graduate student experience. The 2016 Canadian Graduate and Professional Student Survey (CGPSS) indicates that only 62.5% of Queen's PhD candidates rate the quality of their academic experience as very-good or excellent – the target is 75% (another 25% in 'good' category). Graduate councils are urged to discuss best practices and promote excellence in graduate education.

Reports from Faculty Graduate Councils/Committees:

Discussions continued at recent meetings of Graduate Councils/Committees on the PhD thesis format and the comprehensive examination purpose and structure. The Faculty of Health Sciences Fellowships committee experienced challenges selecting a small number of Vanier CGS nominees from the larger pool of highly qualified excellent applicants that they reviewed. The Faculty of Engineering and Applied Science approved a new council regulation to permit remote participation by a Master's student in their oral thesis examination in extenuating circumstances. The Graduate Councils in Arts and Sciences began reviews of their programs with particular regard to promotion, acceleration and attrition.

GSEC approved:

1. Preapproval of proposed Ph.D., M.Sc. in Translational Medicine
2. Proposed Ph.D. in Gender Studies
3. Preapproval of proposed Graduate Diploma in Pharmaceutical & Healthcare Management and Innovation
4. 2017-2018 SGS Sessional Dates
5. Omnibus Report November 2016
6. Fellowship Committee Report November 2016

Senate Meeting

Due to the need to address the question of racism on campus following the "Costume Party" in November, Senate started off by removing a number of items to the next agenda in order to allow adequate time for discussion. This party was the only item that the Principal addressed during his oral report stating that while the costumes worn were culturally insensitive, most members of the Queen's community do not engage in this type of behaviour. Principal Woolf also stated that there was likely not going to be a formal punitive process undertaken through the student code of conduct but said that what we need is broader conversation about diversity and inclusion with Queen's... at which point the Principal suggested forming an advisory group to investigate these issues and ask them to report back by the end of the academic year.

Senator MacDonald responded to the Principal's report stating that she does not support a task force with a deadline at the end of the year. Arguing that the committee should immediately start moving on previous recommendations from the DARE and DET reports as the administration has failed to implement most of the recommendations from the reports. She argued that no more studies need to be taken stating that we instead need to remove barriers for implementation of recommendations from previous reports, and we need to put the resources towards this issue.

Most of the time in the Senate meeting followed this discussion as Senator MacDonald motioned for the Senate to recommend the allocation of appropriate resources to implement previous reports' recommendations. Some Senators argued that if we pass the motion then we are letting the administration off the hook and that we need an implantation plan that adds plans for the resources and for implementation. Other argued that we need accountability, and we also need a commitment for resources. A few Senators complained that they did not want to vote on something if they are not aware of all the motions entails, i.e. they were unaware of the recommendations from DARE and DET reports and so did not want a motion that called for their implementation. Others responded to this by outlining briefly the findings of these reports and the motion from the floor then passed.

The Principal reminded Senate that expeditiousness is in order and that a Principal's Implementation Committee would be the best venue to do this. It was agreed that the committee would be small to expedite things, and would include 6 individuals, 3 chosen by/ from Senate, and 3 chosen by the Principal.

For anyone that is interested in the other items discussed by Senate, the meeting agenda can be found here:
<https://queensuniversity.civicweb.net/Portal/MeetingInformation.aspx?Org=Cal&Id=1103>.

If anyone has an interest in any of the above items or anything else on the Agenda and would like to speak to me about it further, then please do not hesitate to get in touch with me. My email address is senator@sgps.ca.

Respectfully submitted,
Ciara Bracken-Roche
Graduate Student Senator
senator@sgps.ca



Society of Graduate and Professional Students
Report of the Trustee
December Council Meeting 2016

To the SGPS Membership,

On December 2 and December 3, the Queen's University Board of Trustees held its second quarterly meeting of the year.

In his opening remarks at the General Meeting on Friday night, Principal Woolf specifically addressed the university's approach to diversity and inclusion in light of the racist party that took place in late November, and how our institution will respond to this act in both the short and long-term.

Principal Woolf alluded to the motion that was brought forward at Senate, which to many came as a result of a perceived lack of direct action on the part of the administration's preliminary response, which was to strike a review committee. The motion is stated as follows:

"That Senate advise the Administration to make the necessary resources available to implement the recommendations of the DARE and DET reports."

I have included attachments for the Diversity and Equity Task Force Action Plan (DET) and the Diversity, Anti-Racism, and Equity Report (DARE) for the membership to review.

In response, the Principal has struck an implementation committee that will be made up of six people, three of whom are chosen by the Senate, and three of whom are chosen by the Principal.

Following the Principal's remarks on diversity and inclusion, I made a statement illustrating the profound effect that the last two weeks have had on students at both the graduate and undergraduate levels, and urged for more foundational changes to take place through strong leadership at the level of the administration and governing bodies (including the senate and the board of trustees).

This statement, combined with the remarks by Undergraduate Trustee Jennifer Lee, the Rector Cam Yung, and SGPS President Saba Farbodkia, helped to spark discussion at the open meeting of the Board as well as informally at the reception following Friday's meeting.

I had an opportunity to speak with nearly half of the Trustees individually to expand upon the comments I made at the meeting, and there was a general sense of openness to more education at the Trustee level about racism and discrimination at Queen's. There also seemed to be genuine concern about the welfare of students, and specifically students of colour whom Queen's is actively recruiting to campus as part of its internationalization and diversification strategy.

While these conversations have the potential to spark serious discussions about racism on campus, there are still many challenges moving forward. There is, for example, still a lack of clarity on the tangible resources that will be allocated to this implementation committee in order, though the timeline for forming the committee has been accelerated to occur as soon as realistically possible.

The Board of Trustees will be expecting an update from the administration regarding diversity, inclusion, and racism at Queen's at the next quarterly meeting in early March.

Other important items that occurred at the Board of Trustee meeting included:

- The revision of the **Queen's Policy on Sexual Violence** involving Queen's University Students to ensure compliance with the Ontario government's recent release of regulation 131/16, under Bill 132, the Sexual Violence and Harassment Action Plan Act. The policy was expanded to include the process related to reporting sexual violence, the investigation and adjudication of reports, the decision making process involved and the positions/offices responsible during each phase
- Following the release of its preliminary report, The **Queen's Truth and Reconciliation Task Force** met with the Board as part of its comprehensive consultation process. The task force had Trustees discuss and submit their reflections and ideas on questions related to: governance, strategic planning, academic programming, research, awareness, and climate. The preliminary report, and discussion questions are posted on the [Task Force website](#). The Task Force is soliciting feedback in relation to these questions, and can be reached at: trctaskforce@queensu.ca.

More detailed information can be found on the Open Agenda, which is available on the [Governance Portal website](#).

The next Trustee Meeting takes place on March 3 and 4.

For more information about any of these issues, please feel free to contact me.

Thanks,
Adam Ali

trustee@sgps.ca



Dear Council,

In this report I will provide a recap of my first event as Athletics Commissioner, an indoor cycle class, elaborate on upcoming events for December, as well as briefly explain my plans for January.

Indoor Cycle Class – December 2nd

I am happy to announce that the indoor cycle class held on Friday December 2nd was a huge success! I partnered with Apex Indoor Cycle, a studio downtown, to host this event. Tickets were sold on Tilt for \$5 each, and all 17 available tickets sold out. Everyone who bought a ticket came to the event and from the feedback I received they all enjoyed the experience. The class was 45 minutes in length. Many participants were talking to each other both before and after class, which I was happy to see, as one of my goals for this commission is to improve the social aspect of athletics events. The only thing I would change is to have more pens for people to sign waivers and to have moved the waivers and the sign-in sheet to a different location within the studio as the front desk area was very crowded before class began. Many participants expressed interest in having this event again, so I may plan another for the spring.

Sports Hour (Dec 6th) and Skating (Dec 10th)

Two more events will be happening in December. Sports Hour will take place from 7:30-8:30pm on Tuesday December 6th in the Upper Gym at the ARC. The sport will be basketball. I will report attendance numbers during council. This is a drop-in event, so no ticket purchase or prior registration is necessary. I plan to hold these on a bi-weekly basis next semester, alternating sports. I hope to have one Sports Hour in March be a wheelchair sport as well.

Skating, also a free event, will take place in Springer Market Square from 3:30-5:30pm on Saturday December 10th. This event is open to families of SGPS members as well. The skating rink is looking closer to being open every time I see it, so I am hopeful that it will be ready for Saturday. This event is a combined social and athletics event and is also a drop-in event. I will give a report on how this event turned out during council as well.

January and February Events

For January I have planned a restorative yoga class at METAbodyWORKS (Barrie and Queen). I am excited to be partnering with another local studio to host this event. Tickets will also be \$5 via Tilt. It will take place during the evening on Wednesday January 25th. Another sports hour will also be planned for January. I am currently in the process of securing a date.

Committees

I attended the UCAR committee meeting in November. It was excellent to hear about the successes and upcoming plans regarding Athletics and Recreation at Queen's. I will be attending the Health and Wellness Steering Committee meeting in mid-December.

Logistics Facilitator

I have received a placement for my graduate program that is not in Kingston for January and February. While I am currently working to have all events organized for those two months as soon as possible, I will need someone on the ground to attend these events and help with the organization and flow of the events. I am currently looking to hire a logistics facilitator, who would attend these events to ensure waivers are signed and that everything goes as planned. A hiring advertisement has been posted.

Overall, everything is going quite well and I am excited for the upcoming December events. Please feel free to reach out to me to discuss upcoming events or other athletics and physical activity related items by emailing me at athletics@sgps.ca.

Sincerely,

Lindsay Ruiter

Athletics Commissioner, SGPS



Dear Members of the SGPS,

I hope you are all as excited as I am as we head into the holiday season and winter break. Here is my last report for 2016. I look forward to seeing everyone again in the New Year!

Equity Commissioner Office Hours – All Are Welcome

Given some of the recent events that have taken place on our campus, I'd like to remind everyone that I hold open office hours every Monday from 1-3pm in JDUC 205 (The SGPS Commissioner Office). Please know that everyone is welcome to come in to discuss equity related experiences, issues or anything else you'd like to get off your chest in this safe, confidential space with me.

Sexual Assault Prevention and Response Working Group

The Sexual Violence Prevention and Response Working Group is pleased to announce that the revised Sexual Violence Policy was passed by the Board of Trustees on Friday, December 2nd.

Workshop Planning – Input is Encouraged

I held my first workshop on November 30th on the topic of microaggressions, what they mean, how they can accumulate to violence and hate crimes, and the importance of bystander intervention. For those who attended the workshop, I welcome any feedback sent to equity@sgps.ca. I am planning workshops for next semester, and would love to know what you or your constituents would like to see organized. Please email me your suggestions. I look forward to hearing from you.

Wishing you all happy holidays!

In solidarity,

Tahseen Chowdhury
Equity & Diversity Commissioner



Society of Graduate and Professional Students
Report of the International Student's Affairs Commissioner
December Council Meeting 2016

Dear Council,

I have attended a number of committee meetings and events to attempt to network more and get to meet international students. I attended the opening for room 237, the Fall General Meeting, the Equity Committee, the Graduate Student Life Advisory Group, the QUIC Advisory Group, the AMS forum on Discrimination on the Basis of Race and Ethnicity, and the Dinner with the Chaplain. I had the opportunity to meet with QUIC Director Jyoti Kotecha about the QUIC Advisory Group and the possibility of collaborating on some events next semester. She recommended I set up a meeting with one of the International Student Advisors. I spoke with him and we have set up a meeting for this week.

I attended the Tea with the Dean of the School of Graduate Studies for International Students. I had an opportunity to meet some international students there. Following the party, QUIC hosted a Celebration of Diversity and Social Inclusion Tea last Friday and Jyoti asked me to attend. I had the opportunity to spend the better part of 2 hours at the event. It was a good opportunity to hear some of the complaints from students of colour and speak to some of the staff that support International Students on campus.

I hosted a GradMaps workshop 3 weeks ago and had about 7 people attend (including me and Ana). It went fairly well but I had quite a bit of food left over and I took it to QUIC and met with some international students there. I am currently working on getting some students to sign up for the focus group for the copy editing service for Ana.

The Equity, International, and Social Commissioners will be hosting an End of Year Celebration/ Mixer on Friday December 16th at the Grad Club from 7-9pm. We look forward to seeing you all and hope you inform your departments about the mixer as well.

I am still looking for students to form the ISAC, but I might just meet with the students I currently have so we can get the ball rolling. I welcome any suggestions and comments that you may have.

Kind regards,

Chiedza Pasipanodya

International Students' Affairs Commissioner

International@sgps.ca



Society of Graduate and Professional Students
Report of the Social Commissioner
December Council Meeting 2016

Dear SGPS council,

The past month has been full of changes and challenges for my position as I begin to organize and plan some of the exciting events that the SGPS will be hosting in the new year.

Since the last meeting, I have encountered difficulty in putting the planned events into execution. Both the billiards at the Grizz and Improbable Escapes events had to be cancelled due to nobody buying tickets on Tilt. This failure is most likely tied to the time of the year when they were supposed to take place. Most faculties are in term paper writing phase at the moment and about to transition into exams. This is a stressful moment for a lot of us, which means that our SGPS events are less likely to be attended as less people are looking to do non-school things. I am not going to lie that this does not bode well for the two events planned this month (end of the semester mixer and board game night both at the Grad Club). Regardless, I will do my best to assure that these events are successes.

I have also had the opportunity to work with the new communications facilitator, Natalie Antturi. She has been extremely helpful in getting the word out about the events I put together and organizing our communication efforts. I'm glad we have her on board!



OFFICE OF THE RECTOR
QUEEN'S UNIVERSITY AT KINGSTON

Society of Graduate and Professional Students
Report of the University Rector
December Council Meeting 2016

Rector Yung will be providing an oral report at the December 2016 Council Meeting.



Society of Graduate and Professional Students
Report of the Chief Returning Officer
Fall General Meeting 2016

(Position vacant)