

Hello Council, and welcome back! It seems like I've written four reports one right after the other. This is in part because of a November General meeting. I enjoyed our short but sweet GM, and it was necessary to pass the election reforms, but it did otherwise seem like it was a bit unnecessary. A fall GM is currently mandated in our Bylaws and Policies, but we might consider removing it in the Bylaw and Policy committee meetings this year. What do you think? Should we keep it? Anyway, all that to say, this might be another short report.

### **E-Theses and Intellectual Property**

This Council meeting, I'm submitting a discussion point to get an idea of what you think we should do about an issue that bubbles to the surface every now and then. You might know that the School of Graduate Studies mandates that grad students submit their theses and dissertations in a digital format--which is fine--and that grad students have to allow Queen's to publish these theses online in QSPACE--which is, I submit, not fine. You can see what I am talking about here: <http://qspace.library.queensu.ca/handle/1974/196>. A few years ago, after requests from the SGPS, SGS granted students the right to request a delay of up to five years. This allows students time to get their theses published and to apply for patents, and so on. However, publishers may still balk at a thesis that is going to be published for free online in a few years, even in an unrevised form. Also, the idea of students signing away some of their copyright as a degree requirement is troubling. As you know, the SGPS has traditionally been strongly in favour of Open Access for research, especially publicly-funded research like that produced by Queen's graduate students. Nevertheless, strong intellectual property rights are not incompatible with the ideals of Open Access, and some students are uncomfortable with Queen's current policy. I'd like your take and your suggestions on how to proceed. For more information, you can check out the SGS thesis information page:

<http://www.queensu.ca/calendars/sgr/Thesis.html>

### **Library and Archives Master Plan**

I sent you an email over the break advertising new consulting sessions with the LAMP architects on Wednesday, January 16th. They are organized by theme: from 9-10:15, the talk will be about collections, and from 10:30-11:45 they will discuss learning space. The sessions will be at the University Club again. Please contact Lindsay Campbell to reserve a spot ([lindsay.campbell@queensu.ca](mailto:lindsay.campbell@queensu.ca)), and please let me know that you are going as well. I encourage everyone with something to say about the libraries and the archives to get in contact!

### **New Committees**

I am on two new, but important, committees: the Joint Senate/Board Committee to Review the Principalship and the Student Learning Experience Task Force. The first will review Principal Woolf's application to be re-appointed as Principal for a second term. It will meet in the new year. The second has had an initial meeting, and will look at everything that involves teaching and learning. Though the proceedings of the first committee are necessarily confidential, I encourage you to send me any feedback on either issue.

### **Curiosity Driven**

The SGPS/CFRC radio program is well on its way! Thank you to all who applied. There is still room for more applicants, so feel free to get in touch with me if you want to be featured in a documentary!

### **Canadian Federation of Students**

Over the holidays, I had a chance to drop in on the HQ of the CFS in Ottawa. I spoke with Adam Awad, the Chair (i.e., chief spokesperson) about several issues, but in particular the services wing of the CFS. I was pleased to learn that hiring people to solicit new discounts for the Student Saver/ISIC program is easier than I thought. The ISIC is not just used for

discounts on VIA and other travel services--it has discounts applicable the world over. Using collective buying power is one of the reasons why Canadian students got organized in the first place, and the ISIC was created to make travelling more affordable for students seeking to broaden their cultural horizons. Getting new discounts in Kingston has always been a priority for me. Look for a callout for hiring new people to solicit these discounts in the new year.

Cha Gheill,

Matthew Scribner

President  
president@sgps.ca  
@SGSPresident

Dear SGPS Council Members and Members-At-Large,

**Time to Completion**

The SGS is open to further consultation with graduate students on the issue of time to completion, and I believe that further departmental discussions, through brown-bag lunches and other forums, would be beneficial. If you would like help organize a conversation with your colleagues about this issue, please e-mail [vpg@sgps.ca](mailto:vpg@sgps.ca). I would like to coordinate all sessions by the end of January 2013.

**Student Advisor Program**

The Student Advisors will host two **Understanding the Student-Supervisor Relationship workshops** this month:

Date: Monday, January 14

Time: 5:30-7:00pm

Location: Ed Churchill Hall of Friendship, inside QUIC, 2nd floor of the JDUC.

Date: Monday, January 21

Time: 5:30-7:00pm

Location: John Orr Rm 344, 3rd floor of the JDUC.

Please tell your colleagues and e-mail the Advisors at [advisors@sgps.ca](mailto:advisors@sgps.ca) if you would like to participate in any way.

**Graduate Studies Executive Council**

The School of Graduate Studies has commissioned a working group on targeted student support funds delivered through the SGS. The group's mandate is to review the current budgeted amounts, and distribution and/or allocation processes of the funding programs in the Dean's Awards (which includes a portion of the Student Advisor Program funds) and of the Tri-Agency Recipient Recognition Awards (TARRA) program, to determine their usefulness. At this point in time the terms of reference have been formed (these were not approved by members of GSEC) and the group is expected to meet for the first time this month. I will be a member of this group and will continue to inform you of the group's progress and any decisions made.

**SGS-SGPS Meetings**

Following the release of a memo by the SGS in November regarding T4A status the AASC compiled further information to better define the two categories (T4/T4A). This information can now be found on the Human Resources website at <http://www.queensu.ca/humanresources/managers/gradraincome.html>.

**FREE Queen's**

**If you would like to get involved in this year's FREE Queen's event (as either a volunteer instructor or as a member of the Steering Committee) please contact the FREE Queen's Coordinator, Shadi at [freequeens@sgps.ca](mailto:freequeens@sgps.ca).**

Respectfully,

Becky Pero

VP Graduate  
[vpg@sgps.ca](mailto:vpg@sgps.ca)

Dear Friends

It saddens me that this will be my final report to Council, as I am retiring from the VPP position in order to focus on my studies. While unfortunate, this was not wholly unanticipated: at the beginning of my term, I was aware that the demands of this position might come into conflict with my academic program, and took care to inform staff and executive of that. However, I had hoped it would not be so. I have very much enjoyed working for the SGPS. Below I note some ideas to change the VPP position to possibly make it more sustainable for a professional student, as I understand I'm not the first person to experience an inability to balance school and work. On the other hand, maybe it's just me.

In addition to this report, I will be writing a transition document for whoever takes over from me. At this point, it will be a hiring procedure: the position will be posted, and SGPS hiring policy will rule the process. As my resignation is dated to begin January 1, it is unlikely that I will participate in the hiring. If Council and the executive see fit, I suppose you could ask me to work in January as well, although I'm uncertain at the moment if I would be able to do so. But I trust the HR committee entirely to make an excellent decision, and I know there are many capable professional students who would be an asset to the SGPS.

As with other reports, please do not hesitate to contact me with any questions about the notes below.

#### HR and Hiring

Despite the new EA position (designed by the 2011-2012 executive to relieve the HR load on the VPP), HR and hiring took up approximately half of my time during my term as VPP. This was partly because several positions had to be re-hired, as employees became unable to complete their contracts. It was also partly because I took on streamlining the work study program (see below). In the future, I recommend Council consider that all HR duties be moved entirely to the ED and EA positions. This is for several reasons. First, the VPP may (like myself) have little knowledge of the SGPS organization when beginning their term. This makes it difficult to properly do HR work, including hiring, reviews or discipline. Second, the VPP may have few or no qualifications or abilities to do HR work. Because this is an elected or acclaimed position, HR abilities are not a job requirement. The potential for lack of skill or ability in HR, in the party responsible for it, seems an oversight in the division of duties. Instead, we can hire EA and ED positions with HR abilities and skills as a qualification for the job.

#### Work Study Program

I was delighted to help create a more efficient work study program for the SGPS. With this as the last year that funding for these positions will likely be available, I still believed that it was an opportunity for our organization at several levels. First, hiring our members who have been approved for work study is a way to channel funds to graduate students in need of work. Second, the monetary cost to the SPGS is relatively low, compared to the monetary benefit to the student (it costs us about 300\$ to pay someone 2000\$, over the course of the academic year). Third, SGPS executive and appointees of council were asked to supervise a work study student. This included creating a job description to post, writing interview questions, creating a specific monthly timeline for what activities the student would be expected to perform, and a plan for overseeing the student effectively. This was designed such in order to give appointees of council and executive members the opportunity to develop employee oversight skills. I am happy to report that, while the project was smaller than I anticipated, it so far seems successful on all levels. I would like to especially thank the EA and ED for making this happen.

#### SONAD

The big thing this year was the reworking of the non-academic discipline (NAD) procedure by the University administration, in light of the recommendations in the Coroner's report. For several months, the University created and used an interim NAD process, which has been criticized in my report and by student leaders in the AMS and by the

Rector, in SONAD meetings, as unclear, possibly unfair, and lacking an effective appeal process. My report on the proposed NAD system indicated these concerns to the University, as well as called for an end to the interim process and a return to the student governments performing non-academic discipline. It also requested that when the University administration is addressing NAD, it approaches them in a holistic manner, including addressing issues like Homecoming, the culture of entitlement and alcohol abuse at Queen's, and parental and alumni involvement in Queen's. This is the approach of other Canadian universities, especially Acadia, and seems to be an effective way to address non-academic discipline issues, especially alcohol abuse.

Currently, the SONAD committee has plans (at the urging of the Rector, the AMS and myself) to review the interim process, and together create an acceptable interim process, should the need to use one ever arise again. This has been an area of controversy between University administrators and students sitting on the committee, and will likely continue to be so.

#### Judicial Committee

The Judicial Committee really seems to run itself, largely because of the excellent work of the SGPS 2012-2013 Speaker, James McLeod. We had one minor issue this year, relating to a failure of the Student Constables, or Campus Security, or the University administration, to report a non-academic discipline issue to the SGPS (as they are required to do). We wrote them a letter noting this failure, and requesting that it not happen again.

#### Ad-Hoc Committee on Officers and Appointees of Council

This is not technically a VPP position, although I took it on at the beginning of my term. It was created in order to research and write thorough job descriptions for the Appointees of Council, in order to more accurately deduce if these jobs were being completed in a satisfactory way. As well, the committee was charged to examine ways to engage councilors, and our membership, more in Council procedures. The committee met several times and began some research. Currently, the ED has taken over the responsibility of writing the job descriptions for Officers and Appointees of Council, and I believe he plans to have them finished by the December break. These will be invaluable in disciplinary procedures in the future, and will hopefully reduce conflict as to whether or not the work of these positions have been adequately performed. As to participation in Council, committee members made some excellent recommendations, including the latest development of a brief description of Robert's Rules available to everyone at Council meetings.

#### Ombudsperson position

This is an idea that came out of the Ad-Hoc Committee. The executive believed that the SGPS is lacking a proper ombudsperson role. This makes it difficult for members to complain about the actions of SGPS staff, executive, Appointees or Officers. The EA and myself met to prepare what such a role would look like, and the EA is currently drafting a proposal that will hopefully be a proposed Bylaw and Policy change, brought to the January Council meeting in order to be voted on at the February AGM.

#### EA position

The new EA position is working itself out. The person hired for the job, Anne Marie Grondin, is excellent. Figuring out exactly what the job does and does not entail has been trying, but some growing pains were and are to be expected. I anticipate that the position will not really be settled until next September at the earliest. In order to facilitate this process, I met with the EA monthly to discuss the position, and asked the executive and ED, on an on-going basis, for feedback on the position. Based on these meetings and comments, my recommendations are the following:

- continue to review the EA position at least monthly with both the EA, the ED and the executive.
- continue to clarify the hourly breakdown of the position. At the moment, the EA provides between 4 and 6 hours of assistance to the VPG, the VPCCA, and the VPP each week, as well as the president. In my opinion, it is important that these hours are divided equally, as the EA is a huge asset to all of these positions.
- figure out how to reduce the number of hours the EA is working on other SGPS related issues, in order to ensure that the position is not requiring more than the hours for which it is paid. This may entail reducing the responsibilities of the EA, both those delegated to her by the executive and those she has taken on herself. The executive should have final decision over this. It is very important that the EA position not entail more hours of work per week than it is paid for.

### Recommendations for VPP position

I have very much enjoyed working for the SGPS as the VPP. However, I have concerns about the position as a sustainable one within the organization. Due to the nature of the term, it is unlikely that the position will ever be held by an education student. This means it falls to the law students and the OT/PT students to fill the role (it seems it is historically law students). There are several problems with this. First, law students are generally away from mid April until early September. This is the time of hiring and training new commissioners and coordinators. It is unlikely a law student will be able to perform this duty. As well, law is one of the more demanding programs at the school, with a relatively inflexible schedule. I found it personally impossible to perform all the aspects of the VPP portfolio, as well as attend to the ongoing needs of professional students, within the 10 hours per week of the job.

To make the position a sustainable and achievable one, I recommend the following:

- remove HR entirely from the VPP position, and give it to the ED and EA jointly.
- reduce the number of expected hours per week of the VPP to 5, and reduce the pay accordingly. Perhaps these funds should instead be used to increase EA and ED salaries, as they take on the HR work.
- make the VPP responsible only for the following: participation in the SONAD committee, attending to the ongoing needs of professional students, and participating in Council and executive meetings. Should there be extra time within their allocated hours, this could be spent meeting with the Dean of Student Affairs and the Provost, but only if their other responsibilities allow the time.

### Conclusion

It has been my absolute pleasure to work for the SGPS. I have especially enjoyed my positive working relationships with all the staff. I would be remiss if I did not comment on their dedication and the excellent quality of their work.

Respectfully submitted,

Annie Clifford

VP Professional

Dear SGPS Members,

Welcome back from the holidays! I hope you had a lovely, relaxing, restorative time with your family and friends in your home-towns ... or however you chose to spend your holiday season.

The SGPS has (finally!) hired a new work-study student, Muhammad Umar Afzal, for the position of Outreach Coordinator, a position that was tendered last September. Our new OC will help to get the word out about events and campaigns. One of his first tasks will be to draw up a systematic list of poster locations across campus.

The upcoming month will be busier. The CFS-Ontario General Meeting is from 16-20 Jan. As usual, we'll publish the agenda as soon as we have it (it might have already come, but the office is closed as I write this). Please let us know if you have any concerns over any of the motions that will be coming up there.

On Jan 26th, the Ontario Federation of Labour is organizing a rally at the Liberal Party Convention. If you'd like to come, don't hesitate to contact us ... if interest is sufficient we may organize a bus to Toronto. Here's the Facebook page.

<https://www.facebook.com/events/489963847693178/>

Looking a little further ahead, those with an interest in mental health issues may be intrigued to know that the Philosophy Department's Equity and Women's Concerns Committee is holding a panel discussion with Heather Stuart, the new anti-stigma chair, on Feb 8th.

Respectfully submitted,

Matt Shultz

VP Campaigns & Community Affairs  
vpcca@sgps.ca



Society of Graduate and Professional Students  
Report of the Speaker  
January 2013

Dear Council,

Happy New Year to all! I hope that you all enjoyed the vacation and are ready to get back into action.

As the offices have been closed for the holiday I have little to report this month. Elections and the Winter GM are approaching, and I am available to help members craft motions should the need arise.

Respectfully submitted,

James MacLeod

Speaker  
speaker@sgps.ca





Society of Graduate and Professional Students  
Report of the Social Commissioner  
January 2013

Welcome back to reality and a new semester of fun-filled events. Remember the *über*-popular Speed Meeting event during Orientation week? Didn't check it out? Well, here's your second chance! The Social Team is organizing a Speed Meeting Winter Edition to be held at the Grizzly Grill mid-January. We're still figuring out some of the finer details, but we'll have dates confirmed by the next newsletter.

We're also planning a movie night, Ferris Bueller's Day Off!, to watch while we're stuffing our faces with snacks. More details to follow (late January).

Also, SGPS Sports Hour is back every Friday from 5:30pm-6:50pm, unless otherwise posted. Check the Facebook group for what sports we're playing next week!

As always, we love to see you out at the events. We'd also like to see your friends and your departments come out, too! Help us to promote our events by sending them out to your friends and colleagues. Join the Facebook group! Email [social@sgps.ca](mailto:social@sgps.ca) if you have any questions!

Best,

Cassandra Kuyvenhoven

SGPS Social Commissioner  
[social@sgps.ca](mailto:social@sgps.ca)

Not as much as usual to report as we had winter holiday.

#### SGPS Computer Network

- I have been working on a significant update to the calendar server. I patched the server with the updated calendar software during the winter holiday office closure so it had minimal impact on office operations.
- I have also been working on updates to the mail server, which was patched at the same time as the calendar update.
- Looking into the possibility of a hardware upgrade for our mail/wiki server. The volume of data that routes through the server is large and the hardware can sometimes have issues keeping up with demand. Pricing and upgrade cycle possibilities will be discussed with the Exec and brought to Council as more information is available.

#### SGPS Website

- Updated the health and dental section of the website to reflect the new pricing for January - August opt-ins.

#### Communications

- Created the call for Curiosity Driven, which can be found at:
  - <http://www.sgps.ca/events/downloads/curiosity-driven.pdf>
- I am working to improve transitional documents for staff.
- Anne-Marie and I have begun work on a comprehensive update to our job posting documents. This work will continue over the next couple of months.
- I am compiling a list of all past motions (directive based non policy changing) so the Exec can reference Council directives that are not reflected in our B&Ps. This task is very near to completion.
- I am working with our Equity Commissioner on some new forms and protocols to help a subsection of our membership. We are in the final stages and the final form will be prepared and released in the near future.

Respectfully submitted,  
Sean Richards - [info@sgps.ca](mailto:info@sgps.ca)

Greetings Council,

I hope everyone had a wonderful holiday, and that you are all now rested and ready to tackle a new term of classes or research or anything that stands in your way!

First off, my apologies, I have class on Tuesdays this term until 7pm, so it seems unlikely that I will be able to make it to Council Meetings (well the beginning at least). I will ensure that I submit detailed reports in order to keep you informed of the goings on surrounding elections, and if you have any questions, please feel free to contact me by email, which is included below.

Now, on to elections, I had planned on getting into reviewing the advertising materials for the election with Sean before the break, but the last week he was in the office, I came down with a nasty bug, and that wasn't able to happen, but have no fear, we will get to that early this term; there is still plenty of time.

I will be submitting the motion next Council for the approval of Election and Referendum dates, and once the date is set, Election season will be officially underway. Given the new policies that are in effect, we will be looking at beginning the official advertising push on February 15, which will include emails through Council, Ads in the Campus Media, The SGPS Newsletter, Posters, and other opportunities as they arise. Council, your help in getting the word out about the election is extremely important. Also, as I have said numerous times, I would highly recommend any of you who are interested in these positions to actively seek information, both about the elections process, as well as the position, and I encourage anyone who is interested to run; also if you know someone who would be interested, let them know, and encourage them to get involved. After all, the SGPS doesn't run without the involvement of committed students!

Respectfully submitted,

Eric Rapos

SGPS CRO  
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