



Dear members of the SGPS,

I am delighted to submit my first report to the Society at large, to highlight my successes, challenges, and learnings during the past six and half months.

In my role as the President of the SGPS, my responsibilities fall into two main categories: Advocacy for the interests of the Graduate and Professional students at Queen's, and oversight over the internal operations of the SGPS as an organization.

To fulfill my first responsibility, I wish to provide a non-exhaustive list of the meetings and committees, at which that I have represented the SGPS:

1. with Queen's Administration:

- Regular monthly meetings with the Principal, the Provost, the Dean and Associate Deans of the School of Graduate Studies, the Dean and Associate Deans of the Student Affairs
- The Rector
- Introductory meeting with the Chair of Board of Trustees
- Senate
- Senate Student Caucus
- Senate Committee on Academic development (SCAD)
- Senate Governance and Nomination Committee
- Senate Agenda and Summer Action Committee
- Senate Research Advisory Committee
- Board of Trustees
- The University Council
- Ombudsman Advisory Committee
- Non-Code Harassment for Graduate Students by the Staff and Faculty
- The Provost's Truth and Reconciliation Task Force
- The Fall Term Break Task Force
- Implementation Team on Prevention and Response to Sexual Violence
- Strategic Enrollment Management Group
- Campus Planning Advisory Committee
- Sub-Grounds Committee
- Principal's Advisory Committee on hiring of the VP Facilities, Properties, and Sustainability
- QUIC
- Four Direction Aboriginal Center
- The Aboriginal Council
- Equity Office
- Queen's Research Ethics Board

- The Chair of the Senate Cyclical Program Review Committee
- Queen's National Scholar Committee
- Regular monthly meetings with the Director of the Center for Teaching and Learning
- Educational session on employment equity
- Advisory Committee on non-academic misconduct
- Student Activity Fee Exemptions meetings with the Student Affairs
- The Provost's Advisory Committee on Mental Health
- Women's Campus Safety Grant selection Committee
- Selection Committee for Principal's Teaching Leadership Award

2. Governance bodies outside Queen's Administration:

- Kingston Transit
- Joint Health and Safety Committee
- PSAC local 901
- Canadian Federation of Students (AGM, and Ontario workshops on equity issues, finance and contracts, marketing)
- Pre-budget Consultations with the Federal Government (Local MP, and the Honorable
- The AMS

For a more comprehensive list of the meetings that I have attended and the topics that have been discussed at each, please see my previous reports to the Council.

My year plan mainly focused on formalizing the processes that would lead to an evidence-based advocacy plan, that is reflective of the needs and interests of the Society.

For this, I have followed my year plan as follows:

- I held one "Town Hall" meeting in October for the members to come in and ask questions
- I have mandated the Equity and International Commissioners to plan and advertise regular office hours where the members can just walk in and share their concerns, and report a statistical analysis of the number of case and the main categories to me for the purpose of advocacy. This is already reflected in the year plans of these commissioners and has been followed at least twice.
- I attended a social event for the international students organized by the QUIC in October, and one organized by the SGPS social commissioner in September, and introduced myself and my role to the Graduate and Professional students who were present, and encouraged them to come forward to talk to me with any concerns that they may have
- I have hired a member through the work-study program to assist me with my two research projects for the year. So far, we have contacted some department heads for data with regard to their Graduate and professional programs, contacted Queen's Office of Institutional Research and Planning to get access to some data, have met with Queen's Research Ethics Board for receiving ethic clearance, and have developed a survey that we hope we will be able to post to our website by the end of this month.
- I have started the process for forming an Equity Working Group within the SGPS, which formed the initial step towards an Equity standing Committee. We have so far met once, have an online document to organize our thoughts and draft a Strategic Plan, and our Equity Commissioner is following up with the ideas that were put forward in that meeting.

On my second role to oversee the internal operations of the organization, I wish to highlight a number of processes and projects, in which I have taken an active role:

- Hiring of the Student Advisors
- Hiring of the some of the Commissioners
- Hiring of the new Director for the SGPS
- Hiring of a research assistant through work-study
- Discussion of the new space at JDUC with AMS
- Discussions of the Event Sanctioning process (between the Council, permanent staff, and Queen's Administration)
- SHRC management board
- NAM process
- Renewal of agreement with PSAC local 901 for contributions to the Bursary program and Health and Dental plan
- SGPS Equity Working Group
- Review of the Internal Structure of the SGPS

Regards,  
Saba Farbodkia



Hello SGPS Members,

Below are updates on various projects I have been working on throughout the semester:

### **Student Advisor Program**

- The Student Advisor Program has been operating regularly throughout the semester. Drop-in hours are on Mondays. Once the majority of education students return from practicum, we will be working with the Education Student's Society (ESS) to bring increased program presence to West Campus.
- We have updated the advertising materials for the program to more effectively promote the service. Training was also revised this year to offer skill development that past advisors thought would be useful for new advisors stepping into the role.

### **Student Mental Health**

- Work-study student, Deba Hazefi, has been examining past surveys Queen's University has conducted to assess student mental health and well-being. She is in the process of utilizing this information to write a review. We will also be conducting a survey in January to (A) assess SGPS members' awareness of resources available to them and (B) solicit feedback on how we can improve student support services on campus. Recommendations from this report will be used to help achieve this goal.

### **Networking Opportunities for Graduate Students**

- Throughout last year until now, the SGPS has been very vocal with the School of Graduate Studies (SGS) about the need for increased graduate student networking opportunities. *175 Mentors*, an initiative that pairs graduate students with alumni-mentors was established as a result. Students can access mentors from a wide-variety of disciplines willing to advise students on a diverse set of topics. Expanding Horizons, the workshop series offered by the SGS, has also expanded its topic offerings. Lastly, a pilot project called the *PhD Community Initiative* was launched to pair PhD students with external organizations. Participants use skills obtained in their field-of-study to work on projects that aid the Kingston community and give students tangible workforce experience.

### **New SGPS Member (Study and Chill) Space**

- One commonly shared concern by SGPS members is (A) the lack of work-space available to them and (B) not enough opportunities to meet students outside their field-of-study. Starting on November 23<sup>rd</sup>, Room 237 in the JDUC will be open as a multi-purpose SGPS member space. During the day-hours, students can use the space as a study area and in the evening, a ping-pong table and board games are available. Exact hours will be posted in the room. Ping-pong equipment and board games can be picked up from the Student Life Centre front desk (1<sup>st</sup> floor JDUC) by showing your student card.

Regards,

Sebastian Gorlewski ([vp.graduate@sgps.ca](mailto:vp.graduate@sgps.ca))



Hello SGPS Members!

Please find a summary of my progress made on my annual plan. You can find the original annual plan on the SGPS website for greater information on each of these projects (Council Documents > September).

### Human Resources Management

#### Specific Objectives

1. Evaluate and list the duties and responsibilities of each role specifically in order to evaluate overlap and address efficiency of service
2. Consult with HR experts to determine how best to delegate duties and responsibilities
3. Make inquiries to current Executive members, commissioners, facilitators, permanent staff, advisors in order to evaluate obstacles currently present from achieving goals and initiatives
4. Draft a clear structured manual for operation of the SGPS which addresses and maps out clearly the HR policies and roles to optimize execution in future years

#### Timeline

Month	Stage of Project	Status
September	Evaluate HR policies and operations	Completed
October	Continue evaluation through inquiry into archives and current records	Completed
November	Present findings to Executive and begin consultation process with HR experts	Ongoing
December	Continued consultation with HR experts	
January	Bring findings and recommendations to committee for further evaluation and prepare a report of progress to Council	
February	Develop new manual based on recommendations and findings	
March	Implement manual into operating policies and begin new hiring procedures	
April	Observe and monitor new procedures for efficacy and efficiency	

## Events Sanctioning

### Specific Objectives

1. Have a university representative come to Council in October to talk about the system and answer questions/concerns from Council members
2. Strike a liaison committee with interested council members to work alongside the University working group
3. Implement the agreed upon event sanctioning process, once all parties are in agreement
4. Design a review system to continually enhance the user-experience year after year

### Timeline

Month	Stage of Project	Status
September	Collect feedback in preparation for consultation period	Completed
October	Receive presentation on risk management to SGPS Council from the University, strike graduate and professional working group, begin integrated consultation process	Completed
November	Consultation and evaluation work	Ongoing
December	cont.	
January	Update on working group progress	
February	cont.	
March	Committee returns with final report for Council (tentative)	
April	System implementation	

## Marketing and Awareness

### Specific Objectives

1. Collect both qualitative and quantitative data on successful and unsuccessful student organization marketing strategies
2. Develop a marketing strategy that is all encompassing, uniform, and attractive
3. Implement marketing strategy
4. Integrate marketing oversight structure to ensure uniformity and clear message delivery

### Timeline

Month	Stage of Project	Status
September	Assess current strategy; collect data on successful/unsuccessful strategies	Completed
October	Begin development of marketing strategy, seek guidance from marketing students/experts	Completed – Hired Communications Facilitator
November	Continue development of strategy; draft clear manual	Ongoing

December	Continue development	
January	Present strategy to council roll out new strategy across all SGPS channels	
February	Assess efficacy, make improvements	
March	Assess efficacy, make improvements	
April	Lead transition; ensure marketing oversight structure in place	

**Professional Development  
Specific Objectives**

1. Plan SGPS Professional Development Week
2. Develop framework for workshops
3. Liaise with Career Development Offices across the SGPS to prepare best possible professional development workshops
4. Market workshop series effectively to allow for weekly sessions
5. Improve overall professional skills across the SGPS membership

**Timeline**

Month	Stage of Project	Status
September	Plan SGPS Professional Development Week	Completed
October	Hold SGPS Professional Development Week	Delayed – Occurring in November
November	Develop framework for workshops; liaise with CDO across the SGPS	Ongoing
December	Canvass for additional resources/professional development workshops	
January	Roll out workshop program; market heavily to develop roster of other workshops	
February	Market program, provide support	
March	Market program, provide support	
April	Market program, provide support	

If you have any questions, please feel free to contact me at [vp.professional@sgps.ca](mailto:vp.professional@sgps.ca)!

Kind Regards,

Kishan Lakhani  
VP Professional



SGPS Members,

Below is a summary of the cumulative progress made on my portfolio’s annual plan. You can find the original annual plan on the SGPS website for greater information on each of these projects (Council Documents > September).

**Structural/Governance Reform**

In the course of my investigation into improving SGPS management, we have found that nearly all of the remaining work is cultural or administrative. We do not anticipate major bylaw or policy changes will be required in the future beyond job descriptions or regular bylaw clean-up.

**Specific Objectives**

1. Update the SGPS Strategic Plan with Committee support and submit the plan to Council for ratification
  - a. **Abandoned. Not a useful document in actually improving SGPS services or function. A preface to a transition manual at best.**
2. Evaluate the success of internal financial controls in the SGPS including: the budget process, spending, and executive decision-making involving money, propose changes as needed
  - a. **Complete. Will be incorporated into transition materials**
3. Evaluate the staffing requirements of the SGPS and make recommendations as to the shifting of responsibilities or creation/consolidation of roles
  - a. **In Progress. See Communications Facilitator position as an example of this larger principle**
4. Evaluate the structure of the Executive and its relationship with Council and propose changes
  - a. **In Progress. Changes will be minor tweaks to job descriptions to match what executive members do on a regular basis. Substantive overhauls unlikely; internal cultural change is more valuable.**
5. Develop a complete executive transition and governance manual/program for use by future executives, designed for training executives without any prior SGPS or governance experience
  - a. **In Progress. Outlined key training gaps between executives, working on compiling relevant information before hammering out physical manuals.**

**Timeline**

Month	Stage of Project	Status
September	Strike strategic review committees, apportion committee tasks, solicit membership involvement	Abandoned
October	Draft committee briefing materials and distribute terms of reference for report writing	Abandoned
November	Fact-finding and problem-solving investigation	Complete
December	Further Interviews/discussions, mid-project updates	In Progress
January	Compile and Complete Executive Transition and Training Procedures	In Progress
February	Return to Council with draft report to solicit feedback—make changes accordingly	
March	Council Reviews Systemic Changes requiring Policy/Bylaw changes, changes voted on at GM	
April	Implement Transition Procedures	

**Bursary Program**

The finance committee will be reviewing the 6-month retrospective of the program this month. Because of how flexible existing bylaw is written, I do not anticipate any substantive changes to existing policy.

### Specific Objectives

1. Create a detailed report on the impact of changes to the bursary system measured against previous years
  - a. **In Progress. Compiling historical data in preparation of final report.**
2. Adjust the scope of existing bursaries/administration of the system as needed to fulfil member needs
  - a. **In Progress. We will have access to a better picture once we tabulate everything.**

### Timeline

Month	Stage of Project	Status
September	Continue granting bursaries and collecting feedback from applicants—continue throughout the year	Complete
October	Begin compilation of bursary data on the use of specific bursaries and rejection rates	Complete
November	Present 6-month report on the system and recommend changes to the GM if required	In Progress
December	Continue granting bursaries and collecting feedback from applicants	
January	Continue granting bursaries and collecting feedback from applicants	
February	Return to Council with report to solicit feedback—make changes accordingly	
March	Council reviews tweaks requiring Policy/Bylaw changes, changes voted on at GM	
April	Implement changes as needed, Transition new VPFS	

### Grants/Strategic Funds

The finance committee will be reviewing the 6-month retrospective of the program this month. Winter Grant application period should open up in the next few weeks.

### Specific Objectives

1. Measure and report on changes made to the grants program measured against previous years
  - a. **In Progress.**
2. Come up with new means to use the Accessibility/Sustainability Funds through the creation of a new, simplified grants process so organizations can apply online for several types of grant at once
  - a. **In Progress. Working on an Accessibility Bursary regime and sustainability grant program.**
3. Adjust the applications process of the system to balance the administrative burden with accessibility to funding
  - a. **In Progress. Mandated application deadlines per term for grants—largely adhered to by members.**

### Timeline

Month	Stage of Project	Status
September	Continue processing grant applications and collecting feedback from applicants	Complete
October	Continue processing grant applications and collecting feedback from applicants	Complete
November	Present 6-month report on the system and recommend changes to the GM if required	In Progress
December	Review Sponsorship system with the Finance Committee	
January	Cont.	
February	Submit report and solicit feedback	
March	Council reviews tweaks requiring Policy/Bylaw changes, changes voted on at GM	
April	Transition the new VPFS	

### Student Activity Fees

Largely complete. In the process of writing written materials for groups to understand the new fee policy. Committee should see drafts prior to December Council.

### Specific Objectives

1. Present a new set of student fee policy changes for review by Council
  - a. **Complete.**
2. Implement changes to the reporting and nomination process to increase the scope of information provided to students
  - a. **In Progress. I am still physically writing these.**

3. Assess the effectiveness of implemented reforms and make minor changes as needed

### Timeline

Month	Stage of Project	Status
September	Continue compiling feedback from committee on possible student fee changes, submit report to Council for feedback	Complete
October	Bring forward complete bylaw and policy changes as directed by Council	Complete
November	Pass final Student Fee Policy Update at GM	Abandoned (unnecessary)
December	Draft and deploy updated nomination and reporting materials, outreach to groups to explain reporting obligations, help assemble Fee Proposal Packages from groups	In Progress
January	Finance Committee undergoes first eligibility/continuing reporting obligations hearing with groups	
February	Winter referendum on new fees	
March	Report to Council on the impact of the changes, minor tweaks as needed at the GM	
April	Transition new VPFS with operation of system	

### JDUC Revitalization

The project is out of our hands now. We will resume work once the AMS is able to figure out financing and solicit bids.

### Specific Objectives

1. Assist the AMS with a programmatic assessment of all JDUC space, identify graduate/professional student space needs and how they can be leveraged in the refit
  - a. **Complete.**
2. Draft a final proposal document outlining the new layout of the building and SGPS space
  - a. **In Progress. All the balls are in the AMS court now to put pen to paper and come back with something**
3. If the project moves forward, to pass a student fee to pay for the capital costs required for improvements to SGPS space

### Timeline

Month	Stage of Project	Status
September	Begin initial assessment	Complete
October	Participate in Programmatic Assessment along with the AMS, assess SGPS future space needs	Complete
November	Cont.	Complete
December	Report back to Council on Status of the Project	In Progress
January	Introduce final plan for the project, outline projected scope of SGPS participation to Council	
February	Put SGPS Fee for JDUC Renovation to Referendum as needed (this might not even happen if the project is abandoned or scrapped)	
March	Update on status of project to Council (tentative)	
April	Transition the incoming VPFS on the state of the project	

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](mailto:vp.finance@sgps.ca)



Dear SGPS members,

I can't believe that Fall Semester, and with it 6 months of my term, are almost up. Below is a run-down of where I am in my year plan and how the projects that I am working on are going. As always, if you have any questions, please feel free to come find me after the meeting or contact me via email at [vp.community@sgps.ca](mailto:vp.community@sgps.ca).

### **Commissioner Program**

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As part of my year plan, I outlined the position of the VPCCA becoming a liaison between the Commissioners and the Executive. Following the steps outlined in my year plan monthly breakdown, I spent the first part of the semester actively involved in the hiring of the Commissioners, as well as in the approval of the Commissioner Year Plans. As of early November, I am scheduled to attend two meetings a month with the Commissioners, as well as one a month with the Director of Logistics, who oversees the Commissioners on a day-to-day basis.

I have also been in direct communication with two of the Commissioners, the Equity Commissioner and the International Commissioner, who I am working with on a few projects, including the SGPS Workshop Series and the Editing Service. Moving forward, I am excited to see the results of all the hard work the Commissioners are putting into this year's initiatives and events and to start work on the Commissioner Manual in January, as well as the Orientation Round Table.

### **Orientation Week**

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One of the main areas of focus in my Year Plan was Orientation Week. During the summer, I created a Welcome Package and Orientation Week Manual with the help of last year's Social Commissioner, International Commissioner and the permanent staff. During Orientation Week, myself and the Social Commissioner created and distributed a survey to evaluate attendance and responses to the events offered.

The next part of my plan was to strike a committee to evaluate the results of the survey and discuss steps moving forward. However, upon further reflection, it seemed that the Orientation Roundtable Committee, which would be directly involved with the planning of SGPS Orientation Week 2017, would be a better fit for the discussion considering this would directly influence the work of the committee.

With that in mind, I motioned for the striking of the ORT Committee for January 2017 at the November Council Meeting, which I was happy to learn got approved. I am now looking for members of Council interested in joining myself and the Commissioners in the evaluation of survey results and the further planning of SGPS Orientation Week 2017 as part of the Orientation Round Table Committee. If anyone is interested, please feel free to contact me via email.

### **Research Assistants**

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As of the third week of October, I have successfully hired two Research Assistants, one of whom is focused on Indigenous Student Resources and the other on International Student Resources. Both Research Assistants are sending me consistent updates via email, along with attending bi-weekly meetings to discuss progress. The results of the research will be made available at the end of the winter semester.

## **Clubs Office**

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Following the merger of the AMS and SGPS Clubs, I have been in constant communication with the Clubs Office in order to ensure that the SGPS is directly involved in the approval of clubs, grant allocation and further decision making that will affect the experience of graduate and professional students interested in being a part of the clubs system at Queen's.

Myself and the Clubs Office Manager, Grace Kim, have continued to meet weekly in order to ensure the continuing smooth transition into the merger. This semester, I have been involved in the creation of the Clubs Manual, the weekly Clubs radio show through the CFRC, as well as clubs ratification and grant allocation. As of last week, information for the Clubs office can be found on the SGPS website. We are also currently working on communication strategies moving forward, as well as solidifying the structure of the merger for the following year. The student fee for the Clubs Office will be going to referendum in February along with the election.

## **Editing Program**

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As part of my year plan, I had outlined the creation of an Editing Service geared towards International Graduate and Professional Students but usable by all students within Graduate and Professional Programs.

Throughout the past few months, I have met with representatives from the Student Academic Success Services, the Queen's University International Centre, the Centre for Teaching and Learning and the School of Graduate Studies to discuss steps moving forward. I have also created a tentative proposal for the service which I will be presenting to members of the University Administration right before the GM. I am also working with the International Commissioner to create a focus group of international students to receive feedback on the proposal, as well as launching a survey to inquire as to the interest level in this service moving forward.

I hope to be able to provide Council with the proposal in December for approval to move forward as a pilot project in the Winter semester.

## **Expanding Horizons Workshops**

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In consultation with the Queen's University International Centre, the Centre for Teaching and Learning and the School of Graduate Studies, I am currently in the process of formulating the program for a workshop for supervisors going into the supervision of international graduate students. The primary goal will be to provide insight into language barriers, knowledge gaps based on difference in educational background and supervisor-student relationships.

The workshop for international graduate students is being modified as the QUIC is interested in using the model for it in their Winter Orientation. Both workshops will be running between January and February, whether through the Expanding Horizons series or the QUIC.

## **Conferences**

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In early November, I attended the Canadian Association for Graduate Studies (CAGS) on behalf of the SGPS, where I was able to meet with a number of other graduate student leaders, as well as hear what some of the issues are at other Canadian institutions. This has helped inform some of the programming that the SGPS will be running moving forward.

The position of the VPCCA is the CFS Representative. I have unfortunately been unable to attend the conferences run by the CFS in the past semester, however other members of the SGPS executive have been able to attend in my absence.

Sincerely,  
Anastasiya Boika  
VP Campaigns & Community Affairs



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

Members of the SGPS,

For those of you I haven't yet had the opportunity to meet, my name is Jennifer Williams and I'm a 1<sup>st</sup> year MSc student in the School of Kinesiology & Health Studies. On November 8<sup>th</sup>, 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.

My report today will be relatively short – at our FGM today, we welcome members from the University Administration who will be speaking about **Fall Term Break**. I encourage you all to engage in understanding this issue, consulting with other students, and sharing your opinions with the Fall Term Break Task Force. While this break will have the greatest impact on the Undergraduate calendar, it is important to understand and reflect on the potential benefits and drawbacks this week may have on our Graduate and Professional populations at Queen's. Looking forward to the discussion!

Prior to my next report at our **Winter General Meeting**, 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](mailto: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](mailto: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](mailto:speaker@sgps.ca)



Society of Graduate and Professional Students  
Report of the Graduate Student Senator  
Fall General Meeting 2016

[No report submitted]



Society of Graduate and Professional Students  
Report of the Trustee  
Fall General Meeting 2016

There are no updates to my report from the November council meeting. A full run-down of the first Board of Trustee meeting is available in my October report.

The second regular Board of Trustee Meeting is occurring December 2 and 3, where I will also attend the meeting of the capital projects and finance committee.

If you have any questions concerning the Board of Trustees, or Queen's University generally, please feel free to e-mail me.

Adam Ali  
trustee@sgps.ca



Dear Council,

Fall term, to a large extent, consisted of learning my role and all processes involved. October, when I began my position, consisted mainly of transitioning and introductions. Throughout November I began hosting open office hours every Monday morning and have organized several events for which I am quite excited. I am hopeful that three Athletics events will take place during December. I also will be hiring a Logistics Facilitator during the next two weeks, whose term will run from December through April.

The first event will be an Indoor Cycle Event to be held at Apex Indoor Cycle, a studio in downtown Kingston. I believe that it is important for graduate and professional students to learn about the offerings of the Kingston community and to have a chance to participate in off-campus activities. This event is planned for December 2<sup>nd</sup> and will be an excellent chance for graduate students to meet each other and try a fitness activity that is great for all levels.

The second planned event is a Sports Hour, tentatively to be held on December 6<sup>th</sup>. I have had some difficulties in finding open times to book the ARC Upper Gyms. To avoid such difficulties in the future I plan to have winter term Sports Hours booked by the start of December.

The third event I am planning for December is a skating event, tentatively set for December 10<sup>th</sup>. I am working with the social commissioner to plan this event. We are currently in the process of event sanctioning. This event will likely be open to the families and friends of graduate and professional students as well. I hope to do a second skating event in January to give students options to pursue outdoor physical activities that are social and free.

Currently I am in the beginning stages of planning for a meditation and mindfulness workshop in January which will have the following aims: 1) to introduce students to mindfulness and meditation, 2) to explain the benefits of these practices, 3) teach students how to do simple mindfulness and meditation at home.

Due to the learning curve involved with the event sanctioning and planning processes, I may have to postpone the Run and Social event until the winter term. Since three Athletics events are already being planned for the first two weeks of December, I fear that doing a fourth would be too much and would spread participation too thinly. I had hoped to have a Run and Social event in November, but due to the difficulty in finding enough first aid certified volunteers as well as the time needed to advertise once the event is organized, this is not realistic.

Overall I am optimistic that the December events will go well. I now have a better grasp on the event approval process and am confident that winter term events will run smoothly and according to schedule.

Sincerely,

Lindsay Ruitter  
Athletics Commissioner, SGPS



Dear Members of the SGPS,

Please find my updates below:

**Student Outreach for Equity Issues Standing Committee**

A call for interest has been sent out with the SGPS newsletter for Equity Ambassadors who are interested in representing their Graduate department on equity-related issues and getting involved in the consultation process to inform an Strategic Equity Plan. If you or anyone you know is interested, please have them contact me at [equity@sgps.ca](mailto:equity@sgps.ca)

**Sexual Assault Prevention and Response Working Group**

The current draft of the Sexual Violence Policy has been posted for public comment until November 23<sup>rd</sup>, 2016, and there will be an information session on the policy updates taking place Tuesday, November 22<sup>nd</sup> at 6 pm, 334 Gordan Hall. Please take a look at the policy, here: <http://www.queensu.ca/secretariat/sexual-violence-policy>

**Advisory Committee on Academic Accommodations**

The Policy for Academic Accommodations for Students with Disabilities received Senate approval last week, and is now available on the Secretariat's website. Take a look at the policy, here: <http://www.queensu.ca/secretariat/sites/webpublish.queensu.ca.uslclwww/files/files/policies/senateandtrustees/AcademicAccommodationsStudentsDisabilities.pdf/>.

The committee is now moving forward on the Policy for Academic Consideration for Students in Extenuating Circumstances.

**Upcoming SGPS Workshop event**

I'm currently in the planning process of a Speaker Series SGPS workshop on the topic of micro-aggressions (language use, harassment, shaming, victim-blaming, objectification) and how they confront marginalized gender and sexual orientation groups on university campuses/society. Please keep your eye peeled for further details, save that date, and bring your friends!

In solidarity,

**Tahseen Chowdhury**  
Equity & Diversity Commissioner



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

Dear Council,

Tomorrow, Wednesday 23 November, from 2-3pm we will be running a GradMaps Workshop in conjunction with Career Services. It will serve as an opportunity to help graduate students plan how to connect their academics to their future careers. All graduate students are encouraged to attend and I would ask that all councilors let their departments know about the event.

I am also in the process of planning for a Meet and Greet event geared towards international students and all graduate and professional students are invited. The event will be in early December. Any suggestions and advice is welcome.

In the coming weeks I hope to increase collaboration with QUIC to better serve international students. By the time of the general meeting, I will have attended a couple of QUIC events as per my mandate from the executive.

I have started assembling the International Students' Affairs Committee. I hope to have one meeting with the committee before the Meet and Greet event. I do welcome any suggestions or critiques Council may have. Please feel free to email me [international@sgps.ca](mailto:international@sgps.ca)

Thank you,

Chiedza Pasipanodya

**International Students' Affairs Commissioner**



Dear members of the SGPS,

It is with great excitement that I write this first report. Excitement for the year ahead, where I am sure that we will be able to work together to make the 2016-2017 year a memorable one for the SGPS. I would like to use this report to first introduce myself and then to introduce the plans I want to put into action for this coming year.

A little bit about me first. I am a second year law student here at Queen's Law. I am originally from Bordeaux, a city in the southwestern part of France mostly known for its wine and nice weather. Deciding that I would much rather live in a country where the outside temperature is in the negative five months of the year, I chose to immigrate to Montreal in 2011 where I studied political science at Concordia University. During my time in Montreal, I did a lot of work for a student organization on campus called Sustainable Concordia. Sustainable Concordia's main goal was to engage the community on campus and within Montreal by organizing educational events about sustainability. It is during my two years with Sustainable Concordia that I really developed a liking for community engagement and outreach. This experience is what pushed me towards the position of social commissioner here at the SGPS.

My main goal as social commissioner will be to increase engagement. The long-term effect of reaching this objective will be to create a greater sense of community between the different members of the SGPS and between the SGPS and the rest of Kingston. Getting to this objective will require three things to happen: 1) attendance of events must increase; 2) those who attend must come from a variety of faculties; 3) we must be able to gauge the SGPS's standing within the Kingston community.

These sub-objectives can be achieved through a three-step process. First we have to host simple yet engaging events. We want to make it so students will be able to easily come to our events. In my year plan, I take into account this step by proposing to host more mixers in places that are easily accessible from campus. The low barrier of entry will increase attendance. The second step is to increase information. This will involve documenting not only how many students are attending our events but also from which faculties they are coming from and whether they have attended our events before. We will also create a survey that will be filled out by those who host our events (when possible) in order to better understand what the Kingston community expects from us. The third step is to increase outreach. The SGPS needs to increase its outreach efforts in order to make their events more visible. We are going to do this by hiring a communications coordinator who will specifically target those departments from where students tend not to show up.

I sincerely believe that this plan will increase engagement and help the SGPS develop a system to better reach out towards the community.

Best regards,

Yann Grand-Clément  
Social Commissioner, SGPS



OFFICE OF THE RECTOR  
QUEEN'S UNIVERSITY AT KINGSTON

Society of Graduate and Professional Students  
Report of the University Rector  
Fall General Meeting 2016

Dear Assembly,

I hope this past week has found you all well. I encourage anyone to come and speak with me if they are looking for support with regards to the result of the US elections. I would also like to use this opportunity to CONGRADULATE the graduates from the Fall 2016 Convocations. This concludes the convocations for 2016.

### **Agnes Benidickson Tricolour Awards**

The nomination package can also be picked up from the Office of the Rector and from my website here. The due date for the nomination packages will be **Wednesday, December 21<sup>st</sup> at 5:00pm** to the AMS or SGPS offices, or by email to [rector@queensu.ca](mailto:rector@queensu.ca).

Nominees from the SGPS to sit on the selection committee will need to be submitted by Wednesday, December 21<sup>st</sup> at 5:00pm.

If you know of anyone interested in volunteering from your society, please direct them to [rector@queensu.ca](mailto:rector@queensu.ca).

### **Meeting with the Provost**

My meetings with the provost have been focused on diversity and inclusion on campus, and what steps can be taken in order to do so. Furthermore, the Provost and I have come to a mutual agreement that at times, the misuse and abuse of alcohol on campus is damaging to Queen's students. Focusing on education around healthy alcohol consumption and a focus providing appropriate resources is what is needed to address this topic.

### **University Council**

University Council members returned to campus on November 5<sup>th</sup>. It was a wonderful opportunity to get to meet the third governing body of Queen's. Many of their discussions were focused on diversity and inclusion at for the governing body. There was

### **Morris Plaque Unveiling**

The university unveiled the Morris Plaque that is dedicated to William Morris, Queen's first chair of the Board of Trustees. This was in collaboration with the City of Perth and as William Morris was also the founder of the beautiful Ontario city.

### **Fall Term Break Town Hall Consultation**

The Fall Term Break Task Force held a town hall consultation for students to come and verbally provide their thoughts and opinions to the task force about the Fall Term Break.

### **Truth and Reconciliation Consultations**

There is one last Truth and Reconciliation Consultations taking place on November 23, at 4pm-5:30pm. This will be at the Isabel Bader Center. I highly encourage everyone to attend this last consultation.

For more information about the consultations and to confirm attendance, you can reach out to [trctaskforce@queensu.ca](mailto:trctaskforce@queensu.ca)

A handwritten signature in black ink, appearing to read 'Cam Yung'.

Princeps Servesque Es  
Cam Yung  
35<sup>th</sup> Rector of Queen's University



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

(Position vacant)