



Agenda

September 12th, 2017 - 5:30pm
McLaughlin Hall, JDUC

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



I. Adoption of the Agenda

A. Adoption of the Agenda

MOTION 09/12/17:1

BIRT SGPS Council adopt the Agenda for the September 12th, 2017 Council Meeting.



II. Executive & Speaker Reports

A. Executive Reports

- a. President – Adam Grotsky (report attached)
- b. VP Graduate – Stéfy McKnight (report attached)
- c. VP Professional – Russell Durward (report attached)
- d. VP Finance & Services – Lauren Peacock (report attached)
- e. VP Community – Tyler Morrison (report attached)

B. Speaker Report

- a. Speaker – Jennifer Williams (oral report)

C. Approval

MOTION 09/12/17:2

BIRT SGPS Council approve the Executive and Speaker Reports.



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

A. Senator Report – Graduate Student Senator – Alexandru Sonoc (no report submitted)

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

C. Commissioner Reports

- a. Athletics Commissioner – Lindsay Ruitter (report attached)
- b. Equity & Diversity Commissioner – Kelly Watson (no report submitted)
- c. International Students Affairs Commissioner – Atul Jaiswal (report attached)
- d. Social Commissioner – Martyna Kamela (report attached)



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D. Committee Reports

E. Other Reports

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

F. Approval

MOTION 09/12/17:3

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



Question Period & Departmental Issues



Business Arising from the Minutes

A. SGPS Logo Report

B. SGPS - External Alignments



Main Motions

A. Health and Wellness Committee – Update on Membership

MOTION 09/12/17:4

Health and Wellness Committee membership – request for an update to membership (highlighted in yellow).

- SGPS Athletics and Wellness Commissioner, Chair
- SGPS President
- SGPS Vice-President (Community)
- Two members of SGPS Council
- **SHRC President or designate**
- Any SGPS members at large interested in joining the committee

BIRT SGPS Council approve the aforementioned change to the membership of the Health and Wellness Committee.



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B. Grants and Sponsorship Policy Changes

MOTION 09/12/17:5

B.24.2 Grants and Sponsorship

B.24.2.1 Definitions

- a. **“Grant”**: A disbursement of funds to an *applicant* for the purposes of *enhancing student life*.
- b. **“Applicant”**: An SGPS Member, SGPS club, or external group who services the Queen’s Community.
- c. **“Enhancing Student Life”**: Any project, event or activity that adds to the student experience at Queen’s or in Kingston that involving SGPS members in research, advocacy, or other opportunities on campus.
- d. **“Committee”**: The Finance and Services Committee.
- e. **“Department Student Council”**: A student council, association, or society that represents students in a department or faculty that is under the purview of the SGPS.

B.24.2.1 General

- a. ~~A Grants Program Fund shall be established annually to~~ **SGPS Grants** provide assistance for events or projects that enhance student life by reimbursing applicants for expenses needed to organize the project, event, or activity. **The four (4) grants are:**
 - (i) **Department Student Council Grant**
 - (ii) **Accessibility Grant**
 - (iii) **Sustainability Grant**
 - (iv) **Diversity and Inclusion Grant**
- b. Any member of the SGPS, an SGPS club or external organization that involves or supports SGPS students shall be eligible for support from the Grants Program.
- c. ~~The dollar amount of a grant shall not exceed \$800 per application.~~
- d. An applicant may receive a maximum of two grants for two separate projects or events in a given academic year, ranging September 1st to August 31st.
- e. **The amount of money allocated to SGPS Grants shall be determined in the Society’s annual operating budget, as approved by SGPS Council.**

B.24.2.3 Procedure

- a. To apply for a grant, an applicant shall submit a form to the SGPS with the following information:



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- (i) The name and contact information of the applicant;
 - (ii) A written explanation of the project, event, or activity not to exceed three hundred (300) words;
 - (iii) The date and time of the event or activity, or the completion date for the project;
 - (iv) Written reasons explaining how the project, event, or activity will *enhance student life* for SGPS members (as defined in P.1.7.1.c) not to exceed three hundred (300) words;
 - (v) A detailed budget for the project, event or activity, that includes all receipts for purchased materials;
 - (vi) The date that the applicant expects to use the funds disbursed through the grant.
- b. All applicants must comply with the request from the VP Finance and Services and/or the Committee for further documentation if requested.
 - c. The VP Finance and Services shall review the application and shall make a recommendation to the Committee to approve or deny the grant within one (1) business day of receiving the application.
 - d. The Committee shall vote on the approval of a grant within three (3) business days of receiving the recommendation from the VP Finance and Services.
 - (i) Approval of a grant shall require a majority vote of the committee.
 - (ii) In exceptional circumstances, the Committee may approve an amount larger than the maximum amounts defined in P.1.7.2.b, approved with a 2/3 majority vote of the committee.
 - (iii) If a bursary is denied, the VP Finance and Services shall communicate to the applicant the reasons for the denial and offer the opportunity to amend or change their application.
 - e. Upon approval of the application by the committee, the SGPS shall disburse the approved grant amount within seven (7) business days.
 - f. Further Restrictions on the Scope of Grants – The following conditions further restrict the scope of the Grants Program:
 - ~~(i) Initiatives funded by the Grants Program must be open and accessible to the entire graduate and professional community.~~
 - (ii) Events and projects must have significant SGPS membership involvement as organizers and participants.
 - (iii) Organizers must abide by P.12.1.
 - (iv) Funding shall not be awarded for travel, accommodations, or registration.
 - (v) Funding shall not be awarded to groups that represent a political party.
 - g. SGPS Sponsorship of Organizations, Projects and Events – Upon the request of the Committee, a successful applicant shall abide by any of the following conditions in the completion of their project, event, or activity:



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- (i) Promotional materials such as, but not limited to, posters, website, flyers, postcards, etc., shall list the SGPS as a sponsor and include the SGPS logo.
- (ii) A member of the SGPS Executive shall be given the chance to address attendees gathered for a project, event or activity.
- (iii) If the project creates a research product, the final product shall include a foreword submitted by the SGPS.

BIRT SGPS Council approve the aforementioned changes to the Grants and Sponsorship Policy.



Other Business



Notices of Motion & Announcements

The next Council meeting will be Tuesday, October 17th at 5:30 PM (McLaughlin Hall, JDUC).
Motions for the October Council meeting are due by 4:00 PM on Tuesday, September 10th.

Elections for the SGPS Council Speaker, Deputy Speaker, and Chief Returning Officer will occur at the October Council meeting.



Adjournment

A. Adjournment

Motion 09/12/17:6

BIRT this meeting of SGPS Council be adjourned.