



Society of Graduate and Professional Students
Report of the Representatives
January Council Meeting 2018

[No reports submitted]



Dear Council,

I hope you all enjoyed a restful and refreshing break. It might be freezing cold outside, but election season is just starting to heat up. Even I'm ashamed at that joke, so I'll jump right into my updates.

Elections

Nomination packages for SGPS Executive and Graduate Student Trustee are [now available](#). The nomination period begins on January 11th and ends on January 15th at 4:00pm. As leaders in your departments, I'm asking you to do two things. First, reach out to students in your department (if they will be around next academic year) and encourage them to consider running for SGPS Executive. Second, consider running yourself.

Serving on the SGPS Executive is a highly rewarding experience. These paid positions allow you to meaningfully contribute to the betterment of Queen's University and the student experience. You will also gain a wide range of skills that will be valuable for resumes and in employment settings, including: leadership, teamwork, advocacy, policy development, project management, event planning, governance, and budgeting.

2017-18 will be a unique stage for significant change at Queen's. The \$60M redevelopment of the JDUC will be unfolding, and a search committee (of which the SGPS President sits on) will select the next principal of the University. These are decisions that will impact Queen's for many years to come, and the SGPS Executive will be on the front lines. To learn more about a position, don't hesitate to reach out to the incumbent in the role. We are all happy to answer questions and discuss the opportunity.

Referenda

Are you part of a club or group that wants to collect a student activity fee from SGPS members? The fee referendum period runs concurrently with the election period, and the fee referendum package is available [here](#). As we've discussed at previous Council meetings, the threshold for a fee to pass at referendum is two-thirds of students who vote. Both new fees and fees that are up for triennial review will be on the ballot.

A fee that I want to bring to your attention is BusIt, which provides students with access to Kingston Transit. The fee is currently \$66.25, and Kingston Transit is proposing an increase of \$23.75, bringing the fee to \$90.00. It is important to consider this increase in context and with full information:

- With a price increase, Kingston Transit will operate two buses on Route 17 (Late Night Queen's Shuttle) to provide 15-minute service frequency between Main Campus and West Campus
- New service, beginning September 2018, can be introduced between Princess Street to Main Campus and West Campus via University Avenue
- A new express route on Montreal Street direct to campus with 15-minute frequency on weekdays and 30-minute frequency during evenings/weekends/holidays, starting in May 2018
- An increase to 7.5-minute service frequency on Express Route 501/502 during weekday peak periods
- An increase to 10-minute service frequency on Express Route 601/602 during weekday peak periods
- Supports expanded Sunday service on all Express Routes
- Without an increase, the existing Route 18 service (train station/bus station) would need to be significantly reduced
- Even with the increase, the Queen's student bus rate is the cheapest student fee for unlimited bus access of any university in Ontario
- The alternative cost to access Kingston Transit would be \$452 (8 months) or \$678 (12 months)

JDUC Redevelopment

The SGPS, AMS and University continue to work towards a business case and memorandum of understanding for the JDUC redevelopment. To be clear, the success of the referendum – to be held in February – is necessary for the project's success moving forward. I am eager to continue engaging students about what they want in the JDUC. If you have not yet reached out to set up a time for me to speak with your department, please do so as soon as possible. In the meantime, I encourage you to visit www.myJDUC.com and complete the embedded survey.

Canadian Federation of Students

Tyler and I will be attending the CFS Ontario General Meeting from January 18-21. We look forward to providing an update at the February Council meeting.

Sincerely,

A handwritten signature in black ink, appearing to read 'Adam Grotsky', written in a cursive style.

Adam Grotsky

SGPS President

president@sgps.ca



Dear council,

Happy new year! I hope you have all had a relaxing, meaningful, and productive winter break.

Some brief updates:

GSEC - December 14th 2017

Thank you to everyone who provided feedback at December's council meeting about the policy changes brought by the SGS. I provided them with your feedback and asked your questions, and they were very happy to hear from you. I will update you shortly if/when these policies are in effect.

Thesis Weekly Writing Day

I am currently working with the Film and Media Department at the Isabel Bader Centre for the Performing Arts to find a consistent location, for weekly thesis writing time. If you have suggestions of accessible locations on campus please send me an email. The goal is to have a drop in space open once a week for a few hours, where students can do writing.

Supervisor and Student Agreement

I am currently working with the SGS on drafting a supervisory/student agreement. This agreement (that is not legally binding) will be optional to students and supervisors. The agreement will consist of elements such as time allocations for feedback; email responses; meetings; revisions, etc. My hope is that the agreement is amendable for each student and their unique research and supervisory relations, but that this may also encourage consistency across disciplines and supervisory practices.

URS Funding Opportunities Mailing List

If you are interested in receiving updates on available funding opportunities across disciplines, think about subscribing to Queen's University URS Funding Opportunities Mailing List, organized by Queen's University Research Services. This list receives calls for funding applications, fellowships, and awards. Some include Mitacs fellowships, SSHRC, or NSERC awards as well. Award eligibility ranges from Master's, PhD, and Postdoctoral research and fellowships.

Subscribe by emailing: fundopps@queensu.ca.

Upcoming Expanding Horizons Workshops:

Here is a schedule of upcoming Expanding Horizons Workshops:

More information (registration, location, time) on these events here: <http://www.queensu.ca/exph/workshop-series/schedule>

January

Intercultural Training Certificate - Series 3

Tuesdays, Jan. 16, Jan. 23, Jan. 30, Feb. 6, Feb. 13, 10:00 – 11:30am (RSVP needed)

Reading with purpose: How to become a more efficient and effective reader

16 January, 2018 (4.30pm -6.30pm)

The Editing Process

18 January, 2018 (4.30pm -6.30pm)

Integrity in Research

23 January, 2018 (4.30pm -6.30pm)

Introduction to Mindfulness (TBC)

25 January, 2018 (4.30pm - 6.30pm) - TBC

Foundations of Project Management II

30/31 January, 2018 (8.45am - 5pm)

February

Building a productive working relationship with your supervisor

1 February, 2018 (4.30pm -6.30pm)

Mock Interviews for academic positions – H/SS

6 February, 2018 (4.30pm -6.30pm)

Mock Interviews for academic positions – STEM

6 February, 2018 (4.30pm -6.30pm)

Interviewing for Business, Government & Non-Profits

8 February, 2018 (4.30pm -6.30pm)

Essentials of Productive Teams

8th February, 2018 (8.45am - 5pm) (Registration needed)

Skills of Communication

9th February, 2018 (8.45am - 5pm) (Registration needed)

Financial Skills for the Real World 3: Introduction to Investing

13 February, 2018 (4.30pm - 7pm)

Financial Skills for the Real World 4: Investing & Taxation

14 February, 2018 (4.30pm - 7pm)

Time Management

15 February, 2018 (4.30pm -6.30pm)

Dissertation Boot Camp

20 - 23 February, 2018 (8.30am-4.30pm)

If you have any questions about this report, please send me an email at vp.graduate@sgps.ca.

All the best,



Stéfy

Stéphanie McKnight (Stéfy)

Vice-President (Graduate)

SGPS

vp.graduate@sgps.ca



Society of Graduate and Professional Students
Report of the Vice President Professional
January Council Meeting 2018

[No report submitted]



Society of Graduate and Professional Students
Report of the Vice President Finance & Services
January Council Meeting 2018

Dear Council,

As much of the last month has been spent keeping up with the daily tasks of Bursary & Grant Submissions and student inquiries there is not much for me to update you on.

Bursary & Grant Program Hiatus Ended

As permanent staff were on holidays since mid-December, applications received after December 1st are currently being processed (as stipulated on the application website page).

A new Finance Committee has been formed and application review will be up to date by mid-month.

Upcoming – Year-to-Date Budget Review

Budget Review with permanent staff is in the works, with plans to be completed in the coming weeks. Expected to have a budget update for council at our February Council Meeting.

Upcoming Elections:

What does the VPFS actually do?

The position of Vice-President Finance & Services is all about money! This role is almost entirely internal facing and you will work closely with permanent staff including the Director of Finance. Major responsibilities include preparing the yearly operating budget, administering the bursary and grant program and responding to student inquiries.

What do I need to be VPFS?

While a business background is not required, basic financial literacy is an asset!

Why get involved?

Being involved in improving the Society to better meet the needs of our students is a rewarding experience and earning a little extra money at the same time never hurts!

All interested individuals are encouraged to send in nomination packages by the January 15th deadline!

That's all for now,

Lauren Peacock

VP Finance & Services

Society of Graduate & Professional Students (SGPS)



Society of Graduate and Professional Students
Report of the VP Community
January Council Meeting 2018

Hello Everyone,

Happy New Year! I hope you all had a refreshing break and are getting back into the groove of things.

I do not have much to report on since most offices were closed over the break. As I have been saying for a couple months my project this term is to do an in-depth review of our orientation week practices. I will be asking Jenny to send a call to all counsellors to direct me to their departments Orientation planners. Then I will hopefully schedule several consultations with each of these parties. After this I will call together a more robust version of the Orientation Round Table created by my predecessor to begin to create concrete plans for next years Orientation. The call for this group won't go out for a while but if you are interested please let me know.

Other than that, I am sure you have all seen our most recent event, the Calbogie Peaks Ski Trip. Several of our commissioners worked very hard setting this up and it is almost sold out making it a great success thus far. This was the first time we have attempted an event of this magnitude and I believe this is evidence that we need to be pursuing more great events of this nature.

I am looking forward to a great term working with all of you and I wish you all the best in the New Year!

Thank You,

VP Community
Tyler Morrison



Society of Graduate and Professional Students
Report of the Council Speaker
January Council Meeting 2018

Oral report to be presented at Council.



Society of Graduate and Professional Students
Report of the Graduate Student Senator
January Council Meeting 2018

Following the discussion at Council after our December meeting I had a conversation with Dean Brouwer about the role of the Environmental Health and Safety department. I learned that the primary role of EHS is to ensure the university's compliance with the Health and Safety Act and other legislation. This role includes workplace inspections, safety training, proper ordering of controlled substances, etc. It is supervisors that primary responsibility to ensure the graduate students they supervise are safe. Any graduate student who has a safety question/ concern about the research work they are doing should contact their supervisor. Their supervisor must provide an answer, if they do not know it is their responsibility to find out. EHS may answer questions, of course, but they have no responsibility to do so. That responsibility rests with supervisors.

Regarding installation of safety equipment in University buildings, for example an automatic defibrillator, students who wish to have such equipment should make their case to the department who uses the building. It is the department who then contacts EHS about getting the equipment. Each department also has departmental safety officers. Their full duties may be found here http://www.safety.queensu.ca/s_off/duties.htm

I thank Dean Brouwer for clearing up the misunderstanding on the role of EHS and hope Council and other graduate students find this information useful.

Lastly, I will be TAing a course this term. The latest information I have is that I will be needed every Tuesday between 5:30 and 7:30. If this remains the case I regret that I cannot attend Council meetings until classes end.



The Board of Trustees met on December 15-16, 2017 in their second quarterly meeting of the academic year.

Board-Senate Retreat Topic: The Graduate Student Experience

It was announced at the open session of the Board of Trustees meeting that the annual Board-Senate Retreat, which takes place on Saturday March 3, will be focused on the graduate student experience.

The four sub-topics of the retreat include:

- Culture and research
- The student-supervisor relationship
- Time to completion
- Career paths

If you wish to provide any input on these topics, please e-mail me as soon as possible (trustee@sgps.ca).

Principal's Priorities

Having recently announced his decision not to seek a third term at Queen's, Principal Woolf set out his priorities for the final 18 months of his term (what he called his "5 P's"). They included:

- Positive community-related issues (including PICRDI/TRC)
- Public engagement and propriety (including behavior patterns that are harmful to the campus and community – i.e. binge drinking, street parties, student risk)
- Pension plan (making it sustainable over the long term and resilient to market volatility)
- Policy studies (based on the results of the Principal's Commission on the Future of Public Policy at Queen's University)
- Professors (faculty turnover – ensuring the university continues striving towards its goal of hiring 200 new faculty over a five-year period)

Diversity and Inclusion

Deputy Provost Teri Shearer provided an update on the implementation of PICRDI and TRC. Some highlights include the following:

TRC

- The work on the expansion of the Four Directions Aboriginal Student Centre continues, which will allow for increased capacity for ceremonies, gathering spaces, student study space, and workshops. In conjunction with this work, which is funded by the Division of Student Affairs, accessibility upgrades to both buildings are underway which have been made possible through a \$50,000 grant from the federal government's Enabling Accessibility Fund, with matching funds from the university.
- The Division of Student Affairs has welcomed Elder Mishiikeh (Vernon) Altman as Cultural Counsellor at the Four Directions Aboriginal Student Centre.
- The Queen's University Self-Identification Project, funded from the Targeted Initiatives Fund of the Ontario Ministry of Training, Colleges and Universities, is up and running. The project aims to increase

self-identification opportunities and enhance the university student records management system to better track and support Indigenous students.

PICRDI

- The University Council on Anti-Racism and Equity was announced in December, and is responsible for coordinating, reviewing, and reporting on the progress of sustained university-wide initiatives to address racism and to promote diversity and inclusion at Queen's.
- Graduate student Yasmine Djerbal was named as the graduate student representative to sit on UCARE, and will be an excellent advocate for students of colour at Queen's.
- Queen's alumna Vanessa Yzaguirre has been appointed as the inaugural Diversity and Inclusivity Coordinator within the Division of Student Affairs. In her new position, Ms. Yzaguirre will work closely with stakeholders to develop and enhance student support programs that promote diversity and inclusion, and increase visibility of the existing supports that are available for underrepresented students.

Audit and Risk

The Board of Trustees, on the recommendation of the Audit and Risk Committee, approved the reappointment of KPMG LLP as external auditors of Queen's University at Kingston for the fiscal year ending April 30, 2018.

More information is available on the Secretariats website (<https://queensuniversity.civicweb.net/Portal/>).

If you have any questions, please feel free to e-mail me.

Thanks,
Adam
trustee@sqps.ca



Society of Graduate and Professional Students
Report of the Athletics Commissioner
January Council Meeting 2018

Oral report to be presented at Council.



Society of Graduate and Professional Students
Report of the Equity & Diversity Commissioner
January Council Meeting 2018

Dear Members of the SGPS,

Happy New Year! I hope you all had a well-deserved break, and have returned feeling rejuvenated and excited for a new semester! I have a lot of exciting things planned for the Winter 2018 semester, and I look forward to sharing them all with you!

Equity Commissioner Office Hours

My office hours for this semester will take place every Tuesday from 9:00 am- 11:00 am in JDUC Room 021, please feel free to drop in to chat about any equity issues, ideas for upcoming events or feedback on previous programming, or to simply come in and chat about anything and everything in a confidential space!

Upcoming Events

I have several events planned for the upcoming semester that I am truly excited to share with the SGPS community at Queen's! I am finalizing the details of these events, and will be sure to update you all as soon as they are ready. Similarly, if anyone has ideas for events this semester, or would like to get involved please let me know as I would love to collaborate!

If you would like to get in contact with me, please drop by my office hours, or send me an email at equity@sgps.ca.

Have a wonderful start to your semesters!

Regards,

Rosie Petrides
Equity & Diversity Commissioner



Society of Graduate and Professional Students
Report of the International Student's Affairs Commissioner
January Council Meeting 2018

Dear Council,

New Year Greetings,

In the month of December, we had “The Holiday Social for Graduate Students” which was a cozy event for students to come and de-stress during finals. The event was planned for international students recognizing that many of them don't go home during the holidays to participate in festivities. The event had a footfall of more than 70 students and there were hot chocolate, sweet treats, games and movie. The event was open to families as well. The event was supported by our other Commissioners – especially Colette, Martyna and Lindsay. The event was successful and we hope to do another similar event in March 2018.

In addition to this, QUIC team is requesting us to reorganize the workshop on “Work on/off campus for international students” in winter term on the similar lines of what was organized on Nov 22, 2017 in collaboration with QUIC, Career Services, and SGS Student's Awards. We had resource persons from QUIC, Career Services, and SGS Student's Awards to provide information of different resources on campus/off campus for part-time work.

I had a meeting with Susan Korba, Director of Student Academic Success Services for organizing a workshop for international SGPS members with specific focus on editing skills in research writing. We will organize this workshop in Feb 2018. We will submit the proposal to her in this week.

SGPS International Students' Affairs Standing Committee (ISAC) gave their inputs and reworked on ISAC mission document revision. The document has been shared with Adam and Tyler for their feedback before it is brought to Council. We also represented SGPS in the Winter orientation for international graduate students at QUIC on Jan 9, 5:30pm.

We are also supporting social and sports events organized by Social and Athletic Commissioner. There are a lot of events planned in this Winter term and we would be working as one team to make it successful. We look forward to interacting with you all at the various events that will be hosted throughout the year. As always, we welcome any suggestions or comments, my email address is international@sgps.ca

Best wishes for the semester,

Atul Jaiswal and Khulud Baig

**International Student Affairs Commissioner and Deputy Commissioner
2017-2018**



Society of Graduate and Professional Students
Report of the Social Commissioner
January Council Meeting 2018

Dear Council,

We are looking forward to the New Year and our many upcoming social events. Most of the planning over the holidays has been around a weekend ski trip to Calabogie Peaks Resort at the end of January, as myself and other Commissioners have received multiple questions and feedback regarding hosting a ski event for our students. Extensive planning is needed in order to ensure that this event is run smoothly, and we are in the midst of sorting out details as a team with the Executive. Our tickets went on sale this past Monday, January 8th and we are already almost sold out of all our spots. We are hoping that this event is memorable to our students, and continues to bring excitement and involvement with the SGPS from all student groups on campus.

The dates of the Ski Trip are booked for Saturday, January 27 to Sunday, January 28th. Details of the trip are on our website and on our event page. If you have any suggestions or ideas in running an overnight event like this, I would be happy to hear it! I can be reached at social@sgps.ca.

Sincerely,

Martyna Kamela
Social Commissioner, SGPS



OFFICE OF THE RECTOR
QUEEN'S UNIVERSITY AT KINGSTON

Society of Graduate and Professional Students
Report of the University Rector
January Council Meeting 2018

Oral report to be presented at Council.



Society of Graduate and Professional Students
Report of the Chief Returning Officer
January Council Meeting 2018

Oral report to be presented.