



**Special General Meeting Agenda**  
September 25, 2018 - 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.



## **Approval of the Agenda**

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**A. Adoption of the Agenda**

**MOTION 09/25/18:1**

BIRT the SGPS General Meeting adopt the Agenda for the April 26, 2016 General Meeting.



## **Auditor's Report**

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**A. Auditor's Report**



## **Graduate and Professional Wellness Survey**

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**A. Graduate and Professional Wellness Survey – Tyler Morrison (President)**



## **Executive Reports**

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**A. Executive Reports**

- a. President – Tyler Morrison (report attached)
- b. VP Graduate – Leo Erlikhman (report attached)
- c. VP Professional – Lauren Peacock (report attached)
- d. VP Finance & Services – Abel Hazon (report attached)
- e. VP Campaigns & Community Affairs – Isabel Luce (report attached)



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**B. Approval**

**MOTION 09/25/18:2**

BIRT the SGPS General Meeting approve the Executive Reports



## SGPS & University Committee Reports

**A. SGPS Committee Reports**

a. None Submitted

**B. University Committee Reports**

a. None Submitted



## Senator's Report

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**A. Senator's Report** – Graduate Student Senator – Alexandru Sonoc

**B. Approval**

**MOTION 09/25/18:3**

BIRT the SGPS General Meeting approve the Senator's Report.



## Other Reports

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**A. Trustee Report** – Graduate Student Trustee – Adam Ali

**B. Speaker's Report** – SGPS Speaker – Simon Gollish (Report Attached)

**C. Commissioner Reports**

a. Athletics Commissioner - Larkin Davenport Huyer (Report Attached)

b. Equity & Diversity Commissioner – Catrina Mavrigianakis (Report Attached)

c. International Students Affairs Commissioner – Atul Jaiswal (Report Attached)

d. Social Commissioner – Position Vacant

**D. Other Reports**



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- a. University Rector – Alex da Silva
- b. Chief Returning Officer – (position vacant)

**E. Approval**

**MOTION 09/25/18:4**

BIRT the SGPS General Meeting approve the Other Reports.



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**Main Motions**

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**A. Motion: Changes to B.16 Bylaws and Policies**

**MOTION 09/25/18:5**

BIRT that the SGPS read a second time and make the following changes to B.16 of Bylaws and Policies

Moved: Tyler Morrison (President)

Seconded: Leo Erlikhman (VP Graduate)

- a. The SGPS shall have Bylaws and Policies.
- b. Amendments to the Bylaws may be proposed by: (1) the Speaker upon written request from five or more voting members of Council through a motion that is given first reading at a Council Meeting; or (2) the Speaker upon written request from ten or more ordinary members of the SGPS made at a General Meeting or through a motion that is given first reading at a Council Meeting.
- c. ~~The first reading of a motion amending the Bylaws may take place at either a Council or a General Meeting.~~ Changes to bylaws require two readings of SGPS council to be approved.
- d. ~~The second reading of a motion amending the Bylaws shall take place at a General Meeting.~~ A 2/3 majority vote must be obtained at both the first and second readings of a motion to amend the Bylaws.
- e. ~~First and second readings of a motion to amend the Bylaws shall not take place within two weeks of each other.~~ First and second readings of a motion to amend the Bylaws shall not take place within 21 days of each other.
- f. ~~Except the Stipends and Honoraria Policy, which must be amended by a majority vote at a General Meeting.~~ Stipends and Honoraria policy may be amended at council following two readings and a 2/3 majority vote at each meeting.



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- g. Notice of the proposed amendment(s) to the Bylaws or Policies shall be given by the Speaker to the members of the body that will vote on it at least seven (7) days in advance of a General Meeting or four (4) days in advance of a Council meeting where it will be considered.

**B. Motion: Changes to Bylaw B.25.2 – Sponsorship Addition**

**MOTION 09/25/18:6**

BIRT that the SGPS read a second time and make the following changes to B.25.2 of Bylaws and Policies

Moved: Tyler Morrison (President)

Seconded: Leo Erlikhman (VP Graduate)

**B.25.2 Grants and Sponsorship**

**B.25.2.1 Definitions**

- a. **“Grant”**: A disbursement of funds to an applicant for the purposes of enhancing student life.
- b. **“Sponsorship”**: A disbursement of funds to an applicant external to the Queen’s Community for the purpose of advertising and promoting the SGPS to the Kingston Community.
- c. **“Applicant”**: An SGPS Member, SGPS club, or external group. ~~who services the Queen’s Community.~~
- d. **“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.
- e. **“Committee”**: The Finance and Services Committee.
- f. **“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.25.2.1 General**



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- a. 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:
  - a) Department Student Council Grant
  - b) Accessibility Grant
  - c) Sustainability Grant
  - d) 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. An applicant may receive a maximum of two grants for two separate projects or events in a given academic year, ranging from September 1st to August 31st.
- d. The amount of money allocated to SGPS Grants and Sponsorships shall be determined in the Society's annual operating budget, as approved by SGPS Council.
- e. The VP Finance and Services will present a report at the Fall and Winter GM that states the amounts given in sponsorships to each successful applicant.

**B.25.2.3 Procedure**

- a. To apply for a grant or sponsorship, an applicant shall submit a form to the SGPS with the following information:
  - 1) The name and contact information of the applicant;
  - 2) A written explanation of the project, event, or activity not to exceed three hundred (300) words;
  - 3) The date and time of the event or activity, or the completion date for the project;
  - 4) For grants, 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;
  - 5) A detailed budget for the project, event or activity, that includes all receipts for purchased materials;
- 1) The date that the applicant expects to use the funds disbursed.
- 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.



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- 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:
  - 1) Approval of a grant shall require a majority vote of the committee.
  - 2) 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.
  - 3) 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:
  - 1) Events and projects must have significant SGPS membership involvement as organizers and participants.
  - 2) Organizers must abide by P.11.1.
  - 3) Funding shall not be awarded for travel, accommodations, or registration.
  - 4) 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:
  - 1) 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.
  - 2) A member of the SGPS Executive shall be given the chance to address attendees gathered for a project, event or activity.
  - 3) If the project creates a research product, the final product shall include a forward submitted by the SGPS.



## **New Business**

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### **A. Discussion regarding Graduate Peer Support Center.**

Brought forward by Leo Erlichman (VP Graduate)



## **Adjournment**

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