January 13, 2020

The Ban Righ Centre seeks the collaboration of The Society for Graduate and Professional Students. We are very grateful for SGPS support to date, and ask to have the $3.00 per student interest fee renewed.

Enclosed you will find the nomination form signed by over 200 Graduate and Professional Students at Queen’s. We have numbered the signatures consecutively for your convenience.

Proposed question

"Do you agree to renew a $3.00 student interest fee to support the Ban Righ Centre for mature women students? This fee was originally established in 2002 and last went to referendum in 2017."

Part A – Contact Information

1. Ban Righ Centre
2. Campaign Manager Information
   a. Name: Blake Noyes
   d. [Redacted]
e. Email: 13bkn@queensu.ca
   f. Department: Neuroscience
   g. Degree Program: Master of Science

Part B – Group Description

The Ban Righ Centre is located in the brown brick house at 32 Bader Lane. SGPS fees are used to help provide student support and programming for mature woman-identified students and students who are parents at Queen’s U. Students come to the Centre to find help with academic, personal, and financial issues; to share experiences and network with peers; and to give and receive support. We work to identify and remove barriers to academic and personal achievement and to foster inclusion in campus life. We provide a learning community that respects differences and encourages mutuality.

Over 60% of mature woman-identified students who use services at the Ban Righ Centre are graduate or professional students. Providing a place and programming dedicated to mature woman-identified students facilitates connections among students; fosters a sense of belonging; provides a smaller community within the larger institution; and is a focal point for campus social activities. Many students who visit the Centre are from marginalized groups, including women with disabilities, students who are parenting, women living in poverty with or without children,
International students, queer women, and women who are recovering from abusive or violent relationships.

We also make the centre available free of charge after hours to campus groups who share our commitment to fostering community and providing safe spaces for student projects and issues. Graduate and professional students have always been among the groups who have used our facilities for group meetings for academic, activist, social, and other meetings after hours.

The Ban Righ Centre's budget is comprised from a number of different sources:
- Income on the historical endowment established by Alumnae from funds accumulated in the careful management of the women's residence system;
- Income on endowments established through ongoing fundraising;
- An annual transfer from the University static since 1999 @ $65,000;
- Annual donations from individual women & men graduates of Queen's University and other friends of the Centre;
- Small program-specific grants
- Three dollar per student per year Student Interest Fee from Professional and Graduate Students (SGPS) estimated at $10,440.72 (based on 2019 contribution)

Income from endowments and fundraising is not adequate to meet Centre expenses over the long term. Over time we have taken measures to reduce costs. We have reduced staff, sought donations for programming materials, and worked hard to reduce expenses while maintaining our high level of service. Currently we have a continuing staff of 3.2 (FTE), and we employ casual and student staff as finances permit. Staffing is key to providing the support and services that we offer, and is our largest expense category.

We request the continued support of the students of the Society of Professional and Graduate Students and ask that our request for support through a Student Interest Fee of $3.00/student be permitted to be on the ballot in 2020.
Part C – Budgetary Breakdown

<table>
<thead>
<tr>
<th>Ban Righ Centre</th>
<th>OPERATING</th>
<th>2018-19 - Actual</th>
<th>2019-20 Budget</th>
<th>notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Operating Budget</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>12 mo ending April 30</td>
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<tr>
<td>Sources of Revenues</td>
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<tr>
<td>Fees</td>
<td>1,000</td>
<td>1,000</td>
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<tr>
<td>SGPS Fees</td>
<td>13,090</td>
<td>10,441</td>
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<tr>
<td>Investment Income</td>
<td>231,484</td>
<td>239,000</td>
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<tr>
<td>Donations</td>
<td>8,580</td>
<td>44,000</td>
<td>Increased target to make up shortfall</td>
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<tr>
<td>Internal Revenue Transfer (Excludes fundraising)</td>
<td>65,000</td>
<td>65,000</td>
<td></td>
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<tr>
<td><strong>Total Revenues</strong></td>
<td><strong>$248,534</strong></td>
<td><strong>$239,441</strong></td>
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<tr>
<td>Expenses</td>
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</tr>
<tr>
<td>Academic, Professional &amp; Tech Salaries</td>
<td>180,742</td>
<td>184,180</td>
<td>Step with transitions in director in 2018-19</td>
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<tr>
<td>Consult &amp; Overtime</td>
<td>12,500</td>
<td>12,000</td>
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<tr>
<td>Benefits</td>
<td>57,872</td>
<td>57,872</td>
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<tr>
<td>One Time Payments</td>
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<tr>
<td><strong>Total Expenses</strong></td>
<td><strong>$280,914</strong></td>
<td><strong>$294,441</strong></td>
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<tr>
<td>Surplus/Deficit</td>
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<tr>
<td><strong>Surplus</strong></td>
<td><strong>$38,281</strong></td>
<td><strong>$55,004</strong></td>
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</table>

Part D – Student Fee Questionnaire

1. Why is your group seeking a fee?
SGPS funds are used in the operation of the Centre, primarily to help pay for staffing to provide Student Advising and Programming. Other activities that go on at the Centre include a speaker series, academic support, a computer lab, and more.

2. What direct benefit will SGPS members derive from granting your group a Fee?
Every service at the Ban Righ Centre is available to SGPS students. While our mandate is to support mature students who identify as women at Queen’s, many of our events and activities are open to students of all genders, including Speaker Series, Winter Bazaar and the Writing Studio.

SGPS members make up 60% of the students served by the Ban Righ Centre. SGPS members are guests in our Speakers Series and Fireside Chats, providing forums for sharing their research. SGPS members serve on our Board of Directors; SGPS members attend our Career Counselling and Faculty Mentoring sessions, and Family events such as the Winter Bazaar.
use our computer lab and other workspaces for individual writing, or for small group work. SGPS members benefit from the expertise and compassion offered by our Student Advisors.

3. How is the dollar value of the Fee related to the benefit you are proposing to provide?

The Centre provides exceptionally strong value for SGPS Students at Queen’s. The proposed Fee would generate funds that cover less than 4% of our budgeted expenses, while Graduate and Professional Students account for 60% of our student intake. SGPS Students benefit from our financial assistance program administered by our Student Advisors. Of the over $130,000 awarded annually, approximately 70% of these bursaries are awarded to Graduate or Professional students through emergency bursaries, Spring Awards, and professional development funds. Students have access to a healthy, inclusive environment, a free soup lunch and the use of a computer lab, nap spaces, breast-feeding room, and other facilities. Students become part of a peer community which supports their integration and success at Queen’s. Funds also support us to hire SGPS students in Casual and Work-study positions, in making our space freely available after-hours to campus groups – often comprised of professional and/or graduate students.

4. When was your group established?

The Ban Righ Foundation was established in 1974. Women (alumnae) raised funds to build Ban Righ Hall in 1925. They managed residence funds, and endowed the surplus they had accrued in support of the Ban Righ Centre with the goal of providing assistance to mature women pursuing university education. The Ban Righ Centre is the locus of the Ban Righ Foundation for Continuing Education. The Ban Righ Foundation Board is the governing body of the Foundation, establishing policies and managing its affairs, according to its mandate. This includes staffing, financing and budget, housekeeping, bursaries, and political stance. The Board, which meets monthly, is comprised of 12 elected members, (including three students, at least one of whom must be a graduate student), and Ex-Officio members. Complete Terms of Reference are available upon request. More information about the history and mandate of the Centre may be found here https://banrighcentre.queensu.ca/about-us

5. If you have collected a Fee in the past, what initiatives and/or opportunities have you provided the Queen’s Community with the collected funds?

The student interest fees have contributed to salaries of Student Advisors who provide support to students through personal, academic, and financial advising. Student advisors also assess emergency bursaries and make referrals to other supports on campus. The fees may also contribute to the cost of groceries for the daily soup lunch and for special events where food is served, including the Winter Bazaar (for student families) and the Writing Studio (for students working on their theses).

Key Contacts at the Ban Righ Centre
- Director: Susan Belvey, Director, 613-533-6000, x. 74931
- Student Advisors: Lisa Webb, webbl@queensu.ca, 613-533-6000 x. 75363
  Gamila Abdalla, ga6@queensu.ca, 613-533-6000 x. 78119
- Board of Directors Co-Chairs: Nancy Butler Nancy.butler@queensu.ca
  Xin Sun Xin.sun@queensu.ca