

APRIL 5<sup>TH</sup>, 2022

# ARTS AND SCIENCE UNDERGRADUATE SOCIETY ASSEMBLY

DUC MENTEM AD LIBERTATEM

THE 1ST MEETING OF 2022-2023 ASSEMBLY OF THE ARTS AND SCIENCE UNDERGRADUATE SOCIETY OF QUEEN'S UNIVERSITY

TRANSITION ASSEMBLY

## AGENDA

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1. **Motion #1** – Approval of the Agenda
2. **Motion #2** – Approval of the Minutes
3. Speaker's Business
  - i. **Welcome and Land Acknowledgement**
4. New Business
  - i. **See attached motion sheet, motions 3-9.**
5. Discussion Period
  - i. **Engagement with Second and Third Year Students**
  - ii. **Student Activism**
  - iii. **The Future of ASUS Assembly**
6. Executive Reports
7. Society Reports
  - i. **Business of ASUS Council**
  - ii. **Business of the Sibling Societies**
8. Other Reports
  - i. **Business of the Senate**
  - ii. **Business of Other Members (International Representative, Year-Representatives, Academic Representatives)**
9. Statements by Members
10. Question Period
11. Speaker's Last Word
12. Adjournment of the ASUS Assembly

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# PREAMBLE

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Good evening and welcome to Transition Assembly! I am honoured to be running the first in-person Assembly since March 2020 with the help of Kristen, the outgoing Governance Officer.

My name is Caitlin Sankaran-Wee and I am the ASUS Governance Officer for the 2022-2023 year.

ASUS Assembly is the highest legislative body for the Arts and Science Undergraduate Society. We serve to enact positive change for not only Arts and Science Students, but also the students within our Sibling Societies. These include Computing (COMPSA), Physical Education and Kinesiology (PHEKSA), Concurrent Education (CESA) and the Dan School of Drama and Music (DSUS). All ASUS policy is voted and deliberated on within this body, as well as reports, recommendations and motions submitted by students or members of ASUS Council.

I look forward to working with you all this upcoming year and am excited at the changes that we will bring!

Yours in governance,

**Caitlin Sankaran-Wee**  
**Incoming Governance Officer**

*ASUS acknowledges that Queen's University is situated on the territory of the Haudenosaunee & Anishinaabek.*

# MOTION SHEET

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1. **That ASUS Assembly formally approve this agenda and the consent agenda.**
  - MOVED BY: INCOMING GOVERNANCE OFFICER CAITLIN SANKARAN-WEE
  - SECONDED BY: INCOMING PRESIDENT YARA HUSSEINEst Time: 2 mins
  
2. **That ASUS Assembly formally approve the minutes from the last Assembly held on March 29th, as seen on the ASUS website.**
  - MOVED BY: INCOMING GOVERNANCE OFFICER CAITLIN SANKARAN-WEE
  - SECONDED BY: INCOMING PRESIDENT YARA HUSSEINEst Time: 2 mins
  
3. **That ASUS Assembly formally close the 2022 ASUS Orientation budget, as seen in *Appendix A: 2022 ASUS Orientation Budget Closing*.**
  - MOVED BY: 2021-2022 VICE PRESIDENT BRANDON ALDWORTH
  - SECONDED BY: INCOMING VICE-PRESIDENT OPERATIONS ALOKA WIJESUNDARAEst Time: 10 mins
  
4. **That ASUS Assembly formally close the 2022 ASUS Camps budget, as seen in *Appendix A: 2022 ASUS Camps Budget Closing*.**
  - MOVED BY: VICE PRESIDENT 2021-2022 BRANDON ALDWORTH
  - SECONDED BY: INCOMING VICE-PRESIDENT OPERATIONS ALOKA WIJESUNDARAEst Time: 10 mins
  
5. **That ASUS Assembly formally open the 2023 ASUS Orientation budget, as seen in *Appendix B: 2023 ASUS Orientation Budget Opening*.**
  - MOVED BY: VICE PRESIDENT 2021-2022 BRANDON ALDWORTH
  - SECONDED BY: 2023 HEAD GAEL KATE MCCUAIGEst Time: 10 mins
  
6. **That ASUS Assembly formally open the 2023 ASUS Camps budget, as seen in *Appendix B: 2023 ASUS Camps Budget Opening*.**
  - MOVED BY: VICE PRESIDENT 2021-2022 BRANDON ALDWORTH
  - SECONDED BY: 2023 CAMPS DIRECTOR (OPERATIONS) CAROLINE JARRETTEst Time: 10 mins
  
7. **That ASUS Assembly formally move the SVPR Director role from the Vice-President Society Affairs Policy Manual into the President Policy Manual as seen in *Appendix C: SVPR Policy Changes*.**
  - MOVED BY: INCOMING PRESIDENT YARA HUSSEIN
  - SECONDED BY: INCOMING VICE PRESIDENT OF SOCIETY AFFAIRS EMMA FARRELLEst Time: 2 mins

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**8. That ASUS Assembly formally move the Wellness Director role from the President Policy Manual into the Vice President of Society Affairs Policy Manual as seen in *Appendix D: Wellness Director Policy Changes*.**

- MOVED BY: INCOMING PRESIDENT YARA HUSSEIN
- SECONDED BY: INCOMING VICE PRESIDENT OF SOCIETY AFFAIRS EMMA FARRELL

Est Time: 2 mins

**9. That ASUS Assembly formally approve the changes to the Academics Policy Manual as seen in *Appendix E: ASUS Review Policy Changes*.**

- MOVED BY: 2021-2022 ACADEMICS COMMISSIONER TIFFANY YUNG
- SECONDED BY: INCOMING ACADEMICS COMMISSIONER ALICIA PARKER

Est Time: 2 mins

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FROM THE OFFICE OF THE  
**PRESIDENT**  
ARTS & SCIENCE UNDERGRADUATE SOCIETY



Dear Assembly,

I hope you are all doing well as we dive into our final week of classes and quickly approach the end of another great academic year! I want to start off by extending my congratulations to Governance Officer Caitlin Sankaran-Wee who is officially running the first in-person ASUS Assembly since March 2020. I am so excited to participate in this magnificent governing body and see the future directionality of Assembly with you all! Moreover, while I have had the pleasure of engaging with ASUS assembly before, I am elated to be communicating with you all in my capacity as incoming President. I am eager to get to know, learn from, and work with each of you this upcoming year.

### **Transition**

During the past couple of months, I have had the pleasure of transitioning with President Alyth Roos who has been an incredible support and leader in ensuring I am best prepared for this role. Throughout this time, I have learned about the intricacies of the various portfolios and relationships of the President including the oversight of Council, supporting Orientation week, and getting acquainted with the abundance of advocacy ventures that come with this portfolio. As the outgoing Equity Commissioner, and one of the President's direct reports, I have also had the time to brainstorm some possible ideas and initiatives for the upcoming year alongside outgoing President Roos and getting her feedback. I have also been attending some of the meetings and boards that President Roos currently sits on, such as President's Caucus, DSC Assembly, and Faculty Board to gauge a better understanding of what the relationship of the ASUS President is with these groups. I have learned the value of this role with its partnerships across campus as well as in the Kingston community, and am eager to continue acting as a support, an advocate, and a friend to our neighboring Faculties and Sibling societies during my time as ASUS President. I want to give a special thank you to Alyth for being an exemplary unit of support and gracefully guiding me through this transition process. She has provided such valuable and honest insight into the operations of ASUS although she has left big shoes to fill, I am so excited to get started!

### **Hiring**

We have officially hired our entire incoming Council and we are so eager to take on this journey with them as well as the wonderful work they will be accomplishing this year! I want to congratulate Alicia Parker, Elizabeth McHarg, Layla Haddad, Caitlin Sankaran-Wee, Kristin Papaconstantinou, Monica Szalajko, and Kana Ogawa! Emma, Aloka, and I are incredibly confident in this exceptional team and are certain that each ASUS commission and office is in great hands! In their transitions, the incoming Commissioners and Officers have slowly been introduced to the General Manager, Sean Thompson, who has been a phenomenal support! Emma, Aloka, and I are in the process of hiring the Direct Reports, including the Director of Student Affairs Research, the Professional Development Director, and the SVPR Director, of the Executive office while actively

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supporting the incoming Council with their respective hiring portfolios. We are optimistic that we will complete the hiring period by mid-April, right in-time for the examination period. Lastly, I would be remiss not to give a huge thank you to the outgoing Human Resources Officer, Olivia Obonsawin, for being an incredible driving force throughout the hiring of 100+ ASUS positions during this hiring period. Thank you, Olivia, for your unwavering support. We are so excited to welcome the new ASUS volunteers and get started!

## **Looking Ahead**

### *Platform Implementation*

Emma, Aloka, and I are particularly excited to return to the platform we thoughtfully crafted when we initially ran for these Executive roles and implement them into our strategic plans. Some aspects of our platform included projects which we plan on initiating in the summer, such as the technology lending library. We have also had the pleasure of meeting with the Queen's American Sign Language club and chat about making accessible learning spaces in and out of the classroom. We intend on meeting more frequently with those whom we consulted during our campaign period and continuing these relationships for the remainder of our term.

### *Summer Planning*

Throughout the summer we intend on supporting ASUS Council and our Direct Reports in creating their respective portfolio's strategic and budget plans, which will be passed in our first Assembly back for the 2022-2023 academic year. I am eager to start supporting their creative ideas and envisioning ASUS 132! In the early summer months, we will work closely with the General Manager, Sean, to coordinate Council's Predictive Index as a way to optimize the talent and professional skills of our team and start our year on a profound interprofessional relationship. I am super excited to start working with the Camps directors and counselors as well as the Orientation leaders throughout the summer! I will be holding weekly meetings with Head Gael Kate McCuaig as well as commencing my summer meetings with the Orientation Chairs as we prepare to welcome the Class of 2026 to Queen's! I am excited to start supporting the wonderful Orientation leaders in optimistically leading an entirely in-person Orientation week! Additionally, throughout the summer, Vice-President Emma Farrell, Academics Commissioner Parker, and myself will have the opportunity of sitting on the Board of Studies and the Academic Integrity Conduct Panel on a circulating basis as student representatives of the decision panel.

### *Thank You*

I would like to extend a huge thank you to all members of the 2021-2022 ASUS community for improving the Society through their passion, creativity, and contributions, leaving ASUS in a better place. A huge thank you to this year's Executive Team, Alyth Roos and Brandon Aldworth, whose dedicated leadership, commitment, and compassion in these roles have been incredibly inspiring. They have tackled such large obstacles and have overcome the many challenges that came their way with care, optimism, and innovation all while centering Arts and Science students at every corner of their advocacy. Emma, Aloka, and I are overjoyed to take on this Society and continue leading with this same level of passion and optimism in ASUS 132nd year. Come the fall, I look forward to sharing our, likely, many updates on the summer months with you and present you with our strategic plans for the year ahead. Although I won't assume this role officially until May 1st, please don't hesitate to reach out to me for any support or questions at [newpres@asus.queensu.ca](mailto:newpres@asus.queensu.ca) and after May 1st at [president@asus.queensu.ca](mailto:president@asus.queensu.ca).

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Lastly, in writing this report and reminiscing on our campaign four months ago, I am reminded by our campaign slogan “building an ASUS for you,” and that is exactly what we are committed to doing as your incoming Executive. Though the next 12 months are going to be filled with many adventures and challenges, I am assured that with the team we’ve built, we are ready to take them on. I am so excited to take on this journey with my good friends Emma and Aloka in leading ASUS into its 132nd year, a year of new opportunities, sustainable solutions, and an endearing ASUS community!

I wish you all the best of luck on exams and please remember to take care of yourselves. Looking forward to the summer and upcoming year with you all.

Respectfully submitted,

Yara Hussein (she/her/hers)

Incoming President

[newpres@asus.queensu.ca](mailto:newpres@asus.queensu.ca)



*PRESENTED BY ALOKA WIJESUNDARA, INCOMING VICE-PRESIDENT OPERATIONS*

Dear Members of Assembly,

Let me begin by congratulating our wonderful Governance Office for holding the first in-person Transition Assembly in 3 years! My name is Aloka Wijesundara, and I am the Incoming Vice President of Operations at ASUS. The past year has truly been a whirlwind, and I am very glad to have found myself in these shoes as your incoming VPOPS. This all still feels a little surreal to me, albeit transition being well underway. Since my first year working as a receptionist at ASUS, the people in this organization have made such a huge mark on me; seeing their passion, dedication, hard work, and sense of inclusivity tells me that this is the right place to be, and I hope you feel the same way. I am so happy to be undertaking this journey with Yara, Emma, and all the wonderful members of the incoming council.

**Transition**

Working through transition with President Alyth Roos and Vice President Brandon Aldworth in the past months has been an absolute pleasure. Their commitment and passion to ASUS is inspiring and contagious. In my transition to the VPOPS role, I have been working most closely with Brandon. Our transition is two-pronged. First, we have regular one-on-one meetings to go over the operational details of the Society, covering everything from budgeting to maintaining the ASUS house. Second, I have been accompanying Brandon to many of his meetings with direct reports and community partners. This has been a great way for me to see Brandon in action and apply a lot of what I learn in our one-on-ones. While there is a lot to learn and absorb, Brandon has made transition incredibly accessible, which I am very grateful for. Another portion of our transition also includes bi-weekly meetings with the ASUS General Manager Sean Thompson. Sean has been a wealth of information and support, providing Yara, Emma, and I with guidance on various matters from hiring to operations and more. I am particularly looking forward to working with Sean in the Operations portfolio this coming year.

Overall, after every transition meeting, I am always left wanting more of ASUS and excited to get started. I have been fortunate enough to be embarked already on some projects, which I will be touching on later in this report.

**Hiring**



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Yara, Emma, and I are elated to have our incoming Council here with us today. Each and every single one of these individuals displayed such passion, innovation, and thoughtfulness throughout the hiring process, not to mention an incredible level of skill. They are such powerful assets to our team and seeing them in action so far has been such a wonderful experience. I am looking forward to supporting our Council as they lead their respectful portfolios in the coming year. Congratulations once again, to Layla Haddad, Kristin Papaconstantinou, Alicia Parker, Elizabeth McHarg, Caitlin Sankaran-Wee, Monica Szalajko, and Kana Ogawa!

Hiring the direct reports in the VPOPS portfolio is also well under-way. I am looking forward to rounding out our team with the incoming Store Manager, Accounting Co-Directors, IT Director, and Sponsorship Director!

### **Dipping My Toes In, Beyond Transition**

Outside of transition, I have also received the opportunity to engage in some projects in the Operations portfolio. One of the highlights so far has been co-facilitating financial training for the Departmental Student Councils with Brandon at the incredibly well-organized DSC Training Day (congratulations to the Academics Commission!). I am happy to say that the incoming Co- Presidents were incredibly enthusiastic and asked some very insightful questions about the financial side of DSC operations. I am optimistic for a great year of collaboration on this end.

Furthermore, I have been involved in observing the process as ASUS switches our banking partner from the Bank of Montreal (BMO) to the Royal Bank of Canada (RBC). It has been a great learning opportunity to sit through some meetings with our partners at RBC, discussing the financial future and sustainability of ASUS over the long term. This has also been an opportunity to ensure that ASUS is consistently upholding our values in the realm of operations. For instance, in our meetings we have discussed the importance of making sure that our financial investments are diverted into ethical sources that uphold human rights and sustainability standards. Overall, as the groundwork on this partnership is being laid now, I am looking forward to actively working with RBC to maintain the Society's operations in the future.

I have also had the pleasure of sitting in on some operations meetings for ASUS Camp with Caroline Jarrett, Leah Smithson, and Livi McElrea. The Camp team has been working tirelessly to ensure that the upcoming Camp season is a safe and enjoyable experience for the children who will be attending, and I am incredibly excited to see them all in action in just a few months. Furthermore, I have been engaging in discussion with the Chalmers United Church, which currently generously allows ASUS to use their space for our Good Times Diner, to expand our partnership for the upcoming year. This includes using the space for Camp this summer, and particularly by our Services and Community Outreach Commissions during the academic year. This is truly such an exciting partnership that I am keen to grow. It is an opportunity to not only enhance ASUS, but also strengthen our community relations.

### **Looking Forward**

When Yara, Emma, and I were building our platform, we had (and still continue to have) many ideas on how to best serve the Arts and Sciences community. On the operations sides, which I will focus on, we are particularly committed to increasing financial accessibility and literacy, while always maintaining the highest degree of

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transparency possible. The Executive this year has done such a fantastic job in setting up ASUS for future success. I hope to continue these efforts, while also collaborating with Council to find new and innovative ways to improve our efficiency and expand our outreach.

I am looking forward to working closely with the Camp and Orientation teams in the summer and being a support for them regarding all-things operational. This summer will be full of learning for me, as I embark on familiarizing myself more closely with the inner workings of the Society. In addition to this, the summer will be a time for Yara, Emma, and I to take a step back and reflect on how we can best use our resources to achieve the goals we set out to do in the coming academic year. This will involve working very closely with our incoming Council to ensure that they are also able to feel successful and fulfilled in their respective roles. It will also mean continued communication and collaboration with faculty, community partners, the Alma Mater Society, and our sibling societies. It will be a period of learning, reflection, and productive planning, and I cannot wait to begin.

We are excited to grow ASUS operationally to expand its outreach, and hope that this is a journey you will all actively join us in. Please reach out to me if you have any questions, concerns, and comments, and if I can support you all in any way.

Yours Sincerely,

A handwritten signature in black ink, appearing to read 'Aloka', with a horizontal line underneath.

Aloka Wijesundara (She/Her/Hers)  
Incoming Vice President (Operations)  
[newvpops@asus.queensu.ca](mailto:newvpops@asus.queensu.ca)



*PRESENTED BY EMMA FARRELL, INCOMING VICE-PRESIDENT SOCIETY AFFAIRS*

Dear Assembly,

I hope that you are all staying healthy and safe as we approach the final weeks of the semester! It is a pleasure to deliver my first ever report to ASUS Assembly. I am beyond excited to work with you all throughout the next twelve months, as I am certain that the year ahead will be such a fulfilling and transformative one. I am grateful for the opportunity to work alongside Yara, Aloka, the lovely individuals on Incoming Council, as well as the larger Society over the course of the year. The next few months will undoubtedly come with successes, challenges, and many unknowns, but what will never waver is our commitment to serving Arts and Science students. It is with this outlook that we begin the year with and intend to end the year with as well.

**Transition**

Over the past two months, I have had the opportunity to learn from and transition with President Alyth Roos and Vice President Brandon Aldworth. During this time, I have gained an incredible amount of knowledge on the diverse and nuanced portfolios and structures within ASUS, many of which I was previously unfamiliar with or had never gotten the chance to fully explore. Whether it be through ASUS Camps, ASUS Council portfolios, or advocacy bodies, I have learned a great deal from sitting in on meetings and learning from two of the best student leaders that I have ever met. I have also had the opportunity to meet and get acquainted with many faculty members and community stakeholders that I am eager to collaborate with as the year goes on.

Indeed, the entire transition process has been a new and interesting one, given the unique nature and introduction of my portfolio. As a result, this transition has helped to shape what “Society Affairs” and the portfolios that come with it truly mean to me and to the Society as a whole. More than ever before, I can truly envision the function and potential of this role and I could not be more excited to begin! Alyth and Brandon will unequivocally leave behind the most remarkable legacy at ASUS, one that we will attempt to live up to in our own unique ways over the coming year.

**Hiring**

Perhaps the most rewarding and exciting aspect of the past two months has been hiring and forming a team for the upcoming year. We are eager to support their goals, celebrate their accomplishments, and embark on this journey with them. We are thrilled to welcome Alicia Parker, Elisabeth McHarg, Layla Haddad, Caitlin Sankaran-Wee, Kristin Papaconstantinou, Monica Szalajko, and Kana Ogawa as our Incoming Council. It is without a doubt that we say their respective Commissions and Offices are in incredible hands with these seven leaders at the helm. The Executive Office has also been working through the hiring process, and we cannot wait to welcome each and every director, coordinator, and team member to the ASUS community throughout the next few weeks. By the evening of Assembly, the ASUS Wellness Director and the ASUS Sustainability Director have been hired as the two direct reports under my portfolio. We are also in the process of hiring for a number of other positions within the President’s and Vice President of Operations’ portfolios, including many

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new positions such as Sexual Violence Prevention and Response Director as well as Accounting Co-Directors. We are also assisting the Incoming Council as they begin the hiring process for their Deputies, Directors, Co-Chairs, and Editor-in-Chiefs. This stream of new and returning volunteers to ASUS has brought a flurry of new ideas and exciting prospects. If the past month of hiring has taught us anything, it would be that there is no shortage of passionate, driven, and innovative student leaders here at ASUS. It is these student leaders that remain at the heart of ASUS, and it is through the hiring process that we can truly envision what the Society will look like next year in its fullest form.

## **Looking Ahead**

### *Summer Planning*

Over the last few weeks of our transitional period, we will be completing ASUS Spring Hiring, finishing our transition meetings, and beginning to plan for the year ahead. Beginning May 1<sup>st</sup>, we will assume our roles in full but will continue to learn and grow as the months go on. Surely, the transition process is an ongoing one. I hope to prioritize learning this summer, allowing myself time and care to fully get acquainted with all facets of the Society as best as I can, in preparation for what is certain to be one of the busiest academic years in some time. Beyond this, I am looking forward to supporting Head Gael Kate McCuaig and the rest of the Orientation Chairs in their endeavors when planning to welcome the Class of 2026 to Queen's. I truly cannot conceal my excitement every time that Orientation Week is mentioned, and so it goes without saying that I cannot wait to welcome the students that will be the future leaders of ASUS and the heart of the larger Queen's community.

I am also looking forward to continuing working closely with the ASUS Camps Directors, Caroline Jarrett, Livi McElrea, and Leah Smithson as they plan for the first in-person ASUS Camps experience in over two years. I had never envisioned a summer in which I was able to interact with campers aged 4-8 every day, but I am now overjoyed at the prospect of such undertakings. ASUS Camps provides an invaluable connection to the wider Kingston community, one that is an incredible outlet when rebuilding community relationships that have been strained through the pandemic. This connection to the Kingston community is one that I hope to focus on strengthening in the coming year, whether it be through working with the ASUS General Manager, growing the ASUS Community Engagement Program, supporting the partners within the Community Outreach Commission, or through alumni outreach initiatives with ASUS Professional Development. It is therefore evident that the summer provides a useful and meaningful opportunity for planning, learning, and growth. I hope to use this opportunity for just that and hopefully even more!

### *The Fall Semester and Beyond*

Looking ahead to the Fall semester and next academic year, we will be taking the summer to plan as a team, to support Council when mapping out their goals for the year, and to work with the faculty to ensure that students will have a smooth transition back to their studies after what was undoubtedly a very challenging year. As we transition out of what will hopefully be the last year of remote or hybrid learning, we bring a renewed drive to increase engagement both academically and through co-curricular activities. I hope to use my role to continue fostering community within ASUS, in hopes of unifying volunteers and committees to make one cohesive space for everyone.

With this, Yara, Aloka, and I remain committed to "Building an ASUS for You" and centering our advocacy around all students by recognizing their unique needs, given such a unique year. We hope to collaborate with faculty members, community stakeholders, and student leaders to bring our platform ideas to life while also commencing new passion projects outside of those initial goals. While the new three-executive structure is sure to bring new challenges, we must remember that new challenges bring new opportunities for growth. I am ready to embrace any of these challenges that may come our way and begin finding solace in the unknown so that we can serve Arts and Science students to our fullest potential this upcoming year. We can only hope to match the

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amazing work that was done in ASUS's 131<sup>st</sup> year. It is our goal to foster an environment in which ASUS will be able to thrive for another 131 years to come!

If you have any questions regarding this report or the year ahead, or if there is anything that I can do to support you, please feel free to reach out at [newvpsa@asus.queensu.ca](mailto:newvpsa@asus.queensu.ca) until May 1<sup>st</sup> or at [vpsa@asus.queensu.ca](mailto:vpsa@asus.queensu.ca) beyond that date. I am wishing everyone the best of luck on exams, as I am looking forward to ending this year off on a high note!

Respectfully submitted,

A handwritten signature in cursive script that reads "Emma Farrell".

Emma Farrell (she/her/hers)  
Incoming Vice President (Society Affairs)  
[newvpsa@asus.queensu.ca](mailto:newvpsa@asus.queensu.ca)

# ACADEMICS COMMISSIONER'S REPORT

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PRESENTED BY **ALICIA PARKER**, INCOMING ACADEMICS COMMISSIONER

Dear Members of Assembly,

I hope you are all doing well and enjoying the final week of the semester! My name is Alicia Parker and I am the incoming Academics Commissioner for 2022-2023. I've had the absolute pleasure to be intern and deputy within the commission these past two years, and am beyond excited to be returning to the commission once again. ASUS and the Academics Commission has been a second home to me during my time at Queen's, and I am incredibly excited to build this community for the next team of deputies, DSC Presidents, Editors-In-Chiefs, Directors, and the intern while we engage in academic advocacy and expand student supports as a team. With just a few short weeks left to go before May 1st, it's been a busy time of transitioning, hiring, and planning!

## **Transition**

I have been incredibly fortunate to have the outgoing Academics Commissioner Tiffany Yung's support and advice at this time. Tiffany has been a phenomenal resource answering questions, providing her insight, and helping shape my ideas for the commission. I feel extremely fortunate to have the opportunity to learn from her expertise. This past week, we had our last transition meeting, and by the time of Transition Assembly I will have had the opportunity to sit in on her meeting with Student Services and will have been introduced to the Associate Dean of Academics, Director of Academic Advising, and Associate Director (Registration, Admissions, and Service) whom I am looking forward to working with in the next year. This upcoming week I am also looking forward to sitting in on her meeting with General Manager Sean Thompson as well as her meeting with Bill Nelson, the Associate Dean of Teaching and Learning.

Additionally, I had the opportunity to attend DSC Training last weekend hosted by the outgoing team—Commissioner Tiffany Yung and DSC Support Deputy Emma Farrell. They hosted an incredible training day and I am extremely grateful to them for setting the incoming DSC team up for success this year! I also had the pleasure of sitting in on an Academics Committee meeting where the outgoing Academic Representatives were kind enough to share their experiences from this past year and advice for next year's team!

## **Hiring**

By the time of Transition Assembly, I will have completed hiring for the incoming deputies for 2022-2023. I am extremely excited to welcome them to their roles, and to support them in their transitions. The next couple weeks will be a busy time of hiring, as we will begin hiring the Editors-in-Chiefs and peer service directors immediately after the deputies are hired and their own teams will be filled shortly-thereafter. Additionally, outgoing Commissioner Tiffany and outgoing DSC Support Deputy Emma have generously been helping me with hiring by interviewing candidates for the DSC President roles that were not filled in elections this past winter.

## **Planning**

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I am incredibly excited about the year ahead, and have been taking advantage of my last few weeks with Tiffany to get her feedback on my plans for the upcoming year. In my consultations and planning for this role, I considered a number of key goals and projects I hope to see through in the next 13 months including advocacy opportunities, building a healthy commission culture, and strengthening the commission's projects.

The facet of student government that has brought me back time and time again is my passion for academic advocacy. Like my predecessors, I recognize the value that the 29 DSC's and PSC's bring to the table as they collectively voice the student experience from each corner of the faculty. In attending DSC Training, I had the opportunity to ask them about their visions for their roles. I was impressed to see their excitement for advocacy and commitment to improving the experience of students in their department. Two of the most popular goals were: "To improve advocacy and hopefully host more in person events so that students and faculty have more opportunities to make connections" and "to create a more diverse and understanding landscape for current and incoming students." I am looking forward to working with the DSC presidents as a team to ensure we are hearing student concerns and advocating on their behalf. Whether this be through faculty board, bringing back Feedback Week, or meeting with underrepresented student groups, I look forward to building on the incredible work of my predecessors and seeking out new avenues for advocacy.

In consultations with past Commissioners, deputies, and from my own experience, one of the potential weaknesses of the Academics Commission is its sheer size. The role of the Commissioner can be seen as "keeping the boat afloat" rather than actively trying to expand, because for at least the past few years, it has been at capacity. In fact, I believe that the size, time consuming nature, and blurring of work-life balance has become a bit of a culture within the commission. While I hope to instill the same passion for student advocacy and the community at ASUS that I've had in the past two years, I do not want to create a culture of overworking or prioritizing ASUS above school. This past year, I had the pleasure of assisting Commissioner Yung in making huge strides to break down this culture by restructuring the commission into a 3-deputy system. In writing the policy, our goal was to relieve some of the pressure in the commission and create room to breathe and grow. I hope to follow through on these plans by setting a clear expectation for commission volunteers to prioritize their mental health and school. The commissioner sets the tone for the commission, and I will be working hard to ensure that I am promoting an appropriate work-life balance, while still succeeding in the role and improving the commission.

The last year has seen much exciting growth in our academic peer services: APT and ASUS Review. I hope the aforementioned division of the deputy roles will allow for more room for growth in both of these services, as well as within the new Deputies' portfolios: postgraduate and undergraduate resources. Additionally, it has long been a goal within the commission to encourage collaboration between the journals, peer services, and DSC's, and I hope that the restructuring may provide the room needed for these collaboration opportunities. One of the best things about the Academics Commission is that it hosts an abundance of passionate, driven students that bring exciting new ideas. I look forward to supporting the ideas and goals of the Academics team.

While I am sure we are standing on the precipice of a very busy, at times stressful, and most certainly demanding year ahead, I could not be more excited to embark on this journey. I feel incredibly fortunate to be working with such an amazing team on council and look forward to learning from Elisabeth, Layla, Kristin, Monica, Kana, Caitlin, Yara, Emma, and Aloka. I also look forward to working with everyone in assembly and

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must emphasize that I am always more than happy to address any questions, comments or concerns. Please don't hesitate to reach out at any time.

Respectfully submitted,

Alicia Parker

Incoming Academics Commissioner

[newacademics@asus.queensu.ca](mailto:newacademics@asus.queensu.ca)



# COMMUNITY OUTREACH COMMISSIONER'S REPORT

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PRESENTED BY **ELISABETH MCHARG**, INCOMING COMMUNITY OUTREACH COMMISSIONER

Dear Assembly,

I hope week 11 is treating you all well and you are taking some time for yourself as this academic year begins to wrap up. My name is Elisabeth but feel free to call me Liz for simplicity, I use she/her pronouns and I am beyond excited to be fulfilling the role of Community Outreach Commissioner for the 2022-2023 academic year. Over this past year, I have had the pleasure of working within the Community Outreach Commission as the Fundraising and Sponsorship Deputy. This past year has allowed me to develop my own skillset while simultaneously giving back to the Kingston community. I am truly honoured to be filling the large shoes of Emily (outgoing Community Outreach Commissioner) and continue the amazing work the Commission does while working alongside hard-working individuals who are also passionate about the initiatives and mandate within Community Outreach.

## **Transition**

Over the past few weeks I have been transitioning with Emily. We have completed our first few sessions of transition and will be working throughout the next couple of weeks to finish up the transition. I have learnt so much about the overarching structure and function of the Commission, taken a deeper dive into each of the committees and their partner organizations, and lastly, I have learnt the inner workings of cheque requisites and the overall budget. I am so excited to learn more from Emily in the next coming weeks about the Community Outreach processes, mandate, and what an average week in the life of Commissioner looks like!

## **Hiring**

We are currently in the midst of hiring deputies! There were a decent number of applicants, however, I will be asking all candidates if they are interested in being considered for both, the deputy of Volunteer Support and Appreciation and deputy of Fundraising and Sponsorship. This way, I have a larger applicant pool to select a successful candidate from and provide the candidates with more opportunities to be involved with ASUS. I am so excited to hire these individuals and get these positions fulfilled, learn about their goals and visions for the Community Outreach Commission, and figure out a plan to implement these ideas and achieve their goals!

## **My Plans for the Year**

The Community Outreach Commission is a large commission consisting of 11 committees and their partner organizations within the Kingston community, and hundreds of volunteers that work with each of these committees and the supporting charities as Executive Members and/or volunteers.

### *Increasing Volunteer Engagement*

Over the past few years of being confined to an online or hybrid model of volunteering, it is evident there has been a decline in the amount of engagement from first- and second-year students. With this in mind, an idea I had was to implement a first-year Community Outreach Volunteer Program. This would allow any Arts or

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Science first-year to apply to be a Community Outreach general volunteer. Once admitted as a general volunteer, first-year students will undergo the training like any other volunteer involved in the Commission. Once they have been adequately trained on the Community Outreach mandates and practices, they will be able to volunteer with any of the 11 committees and their partner organizations. This will increase the number of volunteers at every Community Outreach event while simultaneously getting first-years more familiarized with the commission as a whole. Once they discover a passion and align with one of the committees, they are then able to get a better understanding of the inner workings of the committee and apply to be on the Executive Team or as a Co-Chair in the coming years. This general volunteer program will aid in increasing the engagement of volunteers from the start when they first begin their academic career at Queen's University.

*Organization of the Year Hall of Fame*

The next idea I had was to implement an Organization of the Year Hall of Fame on the ASUS website. This past year, as the Fundraising and Sponsorship Deputy, I had the pleasure of selecting the charity of the year, the Sexual Assault Centre Kingston (SACK), and adapting existing fundraisers while also creating new ones! After working alongside the team at SACK to raise not only money, but also awareness, I wanted to implement a way where their resources can remain easily accessible to students even if they are no longer the Organization of the Year. Having a section on the website dedicated to highlighting all the past charitable organizations in Kingston would allow students to be able to recognize the hard work that goes into fundraising initiatives, while also continuously raising awareness for those said organizations.

While these are just a couple of the goals I have for this upcoming year, I am eager to get started in the role of Community Outreach Commissioner and continue working alongside super passionate individuals! If you have any questions or comments for me please feel free to reach out, I would love to chat!

Respectfully submitted,

Elisabeth McHarg  
Incoming ASUS Community Outreach Commissioner  
[new.community@asus.queensu.ca](mailto:new.community@asus.queensu.ca)

# EQUITY COMMISSIONER'S REPORT

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PRESENTED BY **LAYLA HADDAD**, INCOMING EQUITY COMMISSIONER

Dear Assembly,

I hope you are all doing well during Week 12 of the Winter semester and have not been too busy. I would like to begin by thanking you all for having me and welcoming me at this Assembly tonight. My name is Layla Haddad, and I am both honoured and thrilled to serve as the Incoming Equity Commissioner. While this is a nerve wracking experience, it is also a very exciting one which I have been looking forward to since I began thinking about applying for the Equity Commissioner role. I have been a volunteer of the Arts and Science Undergraduate Society since my first year at Queen's University and am thus thrilled to take on this role to share my passions with the rest of the Arts and Sciences students within the faculty. I have been passionate about Equity work since I began my time here at Queen's and have found that sharing my knowledge as well as learning from others within the equity realm is an invaluable experience. I am also very excited to work with the rest of the Incoming Council as well as the Executive, and can already tell that they are a truly incredible team of passionate individuals.

## **Transition**

I am happy to report that Equity Commissioner Yara Hussein and I have completed over a third of our transition process thus far. To this point, we have spoken about Deputy and Co-Chair hiring, responsibilities and management, the strategic plan, the various committees and special projects as well as beginning to look at budgeting. We have been lucky enough to have our transition meetings in-person at the ASUS House in the Equity Commissioner Office to familiarize myself with the space that I am fortunate enough to be working in next year. Commissioner Hussein has also invited me to attend and sit on the BIPoC working group occurring on April 10th to understand more about my duties within the Equity Commissioner role. I am also very excited to participate in and observe what the next month is sure to bring in terms of transition events.

## **Hiring**

I am very excited to report that Alicia (Academics Commissioner) and I have begun interviews for both the Academics Commission and the Equity Commission Deputy positions and are hoping that by the time of the Transitions Assembly, hiring would be wrapped up and the incoming deputies would be chosen. The Equity Commission will have a newly chosen Deputy of Committees and Deputy of Special Projects by tonight. The next step would be transitioning the successful candidates within their roles as well as beginning the hiring process for the Co-Chair positions. It will be great to see the newly chosen deputies explore their skills and take on their new roles by beginning to hire their own teams for the upcoming school year of 2022-2023.

## **Equity Commission Goals for the Upcoming Year**

Accompanying my excitement and my passion for equity work at Queen's, I have entered this role of Equity Commissioner with many goals, ideas, and visions I am hoping to bring to life and implement in the 2022-2023 school year. While I understand that Equity work is an ongoing effort and that not all proposed goals are short-term goals or can be accomplished within my term, I wish to propose said ideas and lay these

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foundations in the years to come for the Equity Commission. I am looking forward to sharing my ideas with all of you, the rest of Council and Executive as well as with the rest of the Equity Commission to inspire others to fulfill their own passions.

One of the goals that I wanted to implement in the upcoming year is humanizing the Equity Commission and making the core team of the Equity Commissioner, the Deputy of Committees, the Deputy of Special Projects and the First-Year Intern more visible within and transparent with the student body. Instead of the Town Hall meetings held by the Equity Commission, I would like to set up stations on campus on a bi-annual basis to allow Arts and Science students to voice their concerns and begin important conversations and discussions that students may feel they do not have the opportunity to have otherwise. This could be anonymous to maintain confidentiality surrounding any concerns brought to the core team's attention.

In terms of Arts and Science Undergraduate Society Orientation, I hope to work with the Dean of Arts and Science, Barbara Crow, as well as the 2021-2022 Orientation Chair team to create a more substantial and sustainable Equity budget. This budget would be used to implement and gather more equitable and inclusive events and speakers and to focus more of the overall Arts and Science Orientation budget on those aspects of Orientation. I would also hope to work more closely with the Outgoing and Incoming Academics and Campus Support Chair within ASUS Orientation to act as that support system that can share knowledge, ideas and perspectives that may be new to them.

Another goal that I will be working toward in the upcoming year as Equity Commissioner is part of a passion project of mine. I would hope to have monthly Working Groups open to the Arts and Science students that feature guest speakers with specific knowledge about a topic within the equity sector. This could be about colonization, disabilities, racialization in institutions and more equitable issues that students face on campus. This would provide an opportunity for students to educate themselves on the topics they feel they would like to learn more about and it also provides guest speakers with an opportunity to share knowledge about their own passions.

While I could go on and describe the rest of the ideas and goals I am hoping to achieve in the upcoming year, the aforementioned goals are the largest ones that will be included in the strategic plan as Equity Commissioner. Additionally, I am looking forward to strengthening and supporting the already incredibly strong committees within the Equity Commission expanding my own knowledge from the external stakeholders that I have the opportunity to work with throughout the 2022-2023 school year. Thank you for allowing me to share my ideas with you all and tonight's assembly. If you have any questions or concerns, please do not hesitate to reach me and we can absolutely begin or continue a discussion. I am incredibly excited to work with you all in the next year and feel honoured to do so.

Warmly,

Layla Haddad (she/her/hers)  
Incoming Equity Commissioner  
[newequity@asus.queensu.ca](mailto:newequity@asus.queensu.ca)

APRIL 5<sup>TH</sup>, 2022

# MARKETING OFFICER'S REPORT

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PRESENTED BY **MONICA SZALAJKO**, INCOMING MARKETING OFFICER

Report will be presented verbally.

APRIL 5<sup>TH</sup>, 2022

# SERVICES COMMISSIONER'S REPORT

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PRESENTED BY **KANA OGAWA**, INCOMING SERVICES COMMISSIONER

Report will be presented verbally.

# GOVERNANCE OFFICER'S REPORT

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PRESENTED BY **CAITLIN SANKARAN-WEE**, INCOMING GOVERNANCE OFFICER

Dear Members of Assembly,

It is lovely to connect with each and every one of you in-person after countless online events. I am honoured to serve on ASUS Council 2022-2023 as Governance Officer.

## **Motivations**

I have always been passionate about student government as it is inspiring to be able to represent and advocate for your peers while working alongside like-minded colleagues and learning from the adults in charge. I am fortunate to play a part in the internal administration and operation of my home faculty and the largest faculty at Queen's, aiding and impacting many individuals in their journeys towards being their best selves.

## **Hiring**

In line with this, I am conducting hiring for the following positions: Deputy Governance Officer, Chief Returning Officer, Chief Electoral Officer and Advisory Board Directors. I look forward to working with and supporting my team. My motto that I am bringing into my work as Governance Officer is *lean on each other's strengths and forgive each other's weaknesses*. I am grateful for the opportunity to connect with numerous student leaders to learn from, further my skills and to share my perspectives too.

## **ASUS Assembly**

Coordinating ASUS Assembly is one of my favourite aspects of the Governance Officer position. It allows me to gain a broader understanding of student issues and societal operations. In addition, Assembly members hold me accountable. Please feel free to reach out regarding my initiatives and please know that I am eager to explore your projects too!

## **Acknowledgements**

With this, I would like to thank President Yara, Vice President Emma and Vice President Aloka for granting me this opportunity to serve as the Governance Officer on their Council. I am excited to work with and get to know better my fellow Incoming Council members: Alicia, Elisabeth, Layla, Kristin, Monica and Kana over these next 12 months. Most importantly, I would like to thank Outgoing Governance Officer, Kristen Sutherland, for supporting me throughout my transition into the role.

Yours in governance,

**Caitlin Sankaran-Wee**

Incoming Governance Officer

[newgovernance@asus.queens.ca](mailto:newgovernance@asus.queens.ca)

APRIL 5<sup>TH</sup>, 2022

# ADVISORY BOARD REPORT

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*TO BE HIRED*



APRIL 5<sup>TH</sup>, 2022

# YEAR REPRESENTATIVE REPORTS

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**2023 YEAR REPRESENTATIVES**

*POSITION VACANT*

**2024 YEAR REPRESENTATIVES**

*POSITION VACANT*

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**2025 YEAR REPRESENTATIVES**  
***FRANKI-LYNNE MAURO AND ALICE BRISBIN***

Members of Assembly,

I hope everyone is staying safe and healthy nearing the end of second semester. We are both excited to have the opportunity to work on the ASUS assembly alongside all of you! As the Class of 2025 Year Representatives, we hope to accomplish the act of representing our peers to the fullest throughout our time on the Assembly.

Self-Introductions:

My name is Franki-Lynne Mauro, my pronouns are she/her/hers and I am a first year arts student here at Queen's. I have always been passionate about leadership positions. I've spent many of my high school years being involved in student government and student run clubs within my school community. I also spent much of my school years volunteering within my community. These experiences have allowed me to develop leadership skills that I am very excited to apply to the position of ASUS representative.

I am Alice Brisbin (she/her/hers) and I am a first year arts student at Queen's. I love being able to connect with and advocate for my communities, which is what attracted me to the role of ASUS 2025 year representative. Throughout high school, I was heavily involved with the arts community. From directing plays to acting as president of my high school's Arts Council, I pride myself in being able to lead groups and display my passion for doing so. I seek out opportunities to improve myself and my leadership through certifications such as Innovation, Creativity, and Entrepreneurship, as well as diversity training. I am excited to apply my skill to the position of class of 2025 representative on the ASUS assembly alongside Franki.

Our Goals For Our Position:

We originally decided to run for the position of 2025 ASUS Representatives because we as students felt as though there was a disconnect between us and the university itself. Due to our class' nontraditional first year of university, we feel as though students are less involved with the school community. Our goal as representatives is to bridge this gap by fostering communication between us and our classmates. We hope to be a resource students can look to for knowledge about the school community as well as an outlet to express their concerns. To do this, we hope to utilize social media (specifically Instagram) as a main source of contact.

Our next goal is to maintain close connections among all academic groups under the ArtSci umbrella. To do this, we hope to collaborate closely alongside the ASUS sister councils, such as CESA, COMPSA, PHEKSA, and other department student councils to ensure needs are met across various departments. This collaboration will help facilitate more communication and perspectives which can better inform ASUS activities.

The transition period has been an informative time for all of us. We hope to fulfill our goals within the upcoming school year to help students like us feel better integrated into the Queen's community. If you have

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any questions about our report, please feel free to reach out and email us. We wish everyone the best of luck on all final exams and assignments and hope for a great end to the 2021-22 school year.

Respectfully Submitted,

Franki Mauro and Alice Brisbin

Class of 2025 Year Representatives

[20anmb@queensu.ca](mailto:20anmb@queensu.ca)

APRIL 5<sup>TH</sup>, 2022

## INTERNATIONAL REPRESENTATIVE

*PRESENTED BY YUXUAN ZHAO*

Hi everyone,

I hope you are all doing well as we approach the end of this school year. I wish you all the best of luck on your final assessments and exams!

### Self-introduction:

My name is Yuxuan Zhao (she/her), and I will be serving as the incoming international representative for the school year 2022-2023. I am currently in my second year of Concurrent Education with an art major in history. I attended high school in Japan, where I became interested in student councils and school events. I'm a member of both the Concurrent Education Students' Association (CESA) and ASUS this year. In CESA, I worked as the council clerk and participated in Commcomm as a volunteer. I'm part of the Community Outreach team in ASUS where I am the sponsorship coordinator for Partners in Education, raising funds for students from low-income families in Kingston.

### Goals for the upcoming school year:

I ran for this position because I recognized a disconnect between what students expect from school and what the school actually provides. Furthermore, many international students confront the challenge of not knowing who to turn to when they run into difficulties in their studies or personal lives. Students' participation in school activities is low due to this sense of unfamiliarity. As a result, my objectives for the 2022-2023 school year are to address the three most pressing issues I've identified above.

My first step will be to get feedback from students in order to better understand their issues. To do so, I'll send Google forms to international students, asking for comments on anything that they feel like needs to be addressed right away. I also have accounts on several social media sites where I will post similar forms for students to fill out or let them reach me directly. Then, during our meetings, I'll bring those to ASUS and see what we can do from there.

If COVID protocols allow, I plan to arrange in-person activities next semester to increase student engagement. At the moment, I'm thinking about movie and game nights. However, I will send out surveys to students to determine their preferences.

International representative is a new role at ASUS. I will do all in my power to make international students' time at Queen's more enjoyable! If you have any questions or concerns, do not hesitate to contact [20yz48@queensu.ca](mailto:20yz48@queensu.ca).

Thank you and stay safe,  
Yuxuan Zhao

APRIL 5<sup>TH</sup>, 2022

Concurrent Education Student Association  
Queen's University, Kingston



PRESENTED BY **HANNA SLOWIKOWSKA** , **INCOMING VICE-PRESIDENT INTERNAL**

Report will be presented verbally.

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# **COMPUTING STUDENTS' ASSOCIATION**

*POSITION VACANT*

APRIL 5<sup>TH</sup>, 2022

# **PHEKSA REPORT**

## **Physical and Health Education and Kinesiology Students Association**



*PRESENTED BY NATALIE PRYOR, INCOMING VICE PRESIDENT*

Hello Members of the Assembly,

I hope everyone is doing well and staying healthy! I wish you all the best on your final assessments and exams!

### Self-introduction:

My name is Natalie Pryor (she/her), and I am the incoming Vice President of Operations for the Physical Health Education and Kinesiology Student Association (PHEKSA) for the 2022-2023 academic year. I am currently in my third year of Kinesiology, and I am also in the athletic therapy mini-stream where I work with primarily the Queen's women's basketball team. Last year PHEKSA I was a Junior Outreach Commissioner, and this year I have been a Formal Commissioner. I am very excited to step into my role of Vice President of Operations for the upcoming year.

### Goals for the Upcoming Year

In my role so far, I have sat on the hiring committee for the PHEKSA assembly, and I have confidence that all hired individuals will excel in their roles next year! Next year I hope to make the hiring process for orientation week positions as equitable and inclusive as possible. As well, I hope to coordinate outreach initiatives with the ASUS sister societies, to facilitate a greater sense of community throughout Queen's. Also, one initiative I hope to run next year is a blood donation drive, I wanted to run this initiative this year, but due to COVID-19, I was unable to. Finally, I hope to help host in-person activities next year to increase student engagement and increase the sense of the kinesiology community!

I can't wait for the upcoming year, and I will ensure that I fulfill my goals. As well, I hope to create more goals for the year ahead. If you have any questions, never hesitate to reach out to me. I hope everyone stays happy and healthy, and best of luck with the rest of your school year!

Sincerely,

Natalie Pryor  
Incoming PHEKSA Vice President of Operations  
19nctp@queensu.ca

APRIL 5<sup>TH</sup>, 2022

# **DSUS REPORT**

**Dan School Undergraduate Society**

*POSITION VACANT*



APRIL 5<sup>TH</sup>, 2022

# BUSINESS OF ACADEMIC REPRESENTATIVES

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## **SOCIAL SCIENCES**

*PRESENTED BY DILLON CHICOSKI.*

Report will be presented verbally.

## **NATURAL AND PHYSICAL SCIENCES**

*PRESENTED BY COLLEEN TORDOFF.*

Report will be presented verbally.

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## **HUMANITIES**

*PRESENTED BY NICHOLAS MCLLMOYLE.*

Members of Assembly,

I hope everyone is doing well as we end this semester. My name is Nicholas McIlmoyle and I am the incoming co-president for Gender studies DSC along with being the head of Humanities cluster. I went to a performing arts highschool in the Durham region just east of Toronto, where I specialized in dance.

I applied to be the head of my cluster because I feel that as a Gender Studies major, every aspect of what I learn will help me better advocate for my peers.

My vision for the 2022/2023 is to create an upward trend of student energy and engagement following a full year of online learning and a second year which brought a mix of in person and online. I look forward to working with fellow co-presidents within my cluster to create an academic year in which our student body will be energetic to take part in. I am very open to working with those outside of Humanities

Sincerely,  
Nicholas Mcilmoyle (he/they)

## **ARTS AND LANGUAGES**

*POSITION VACANT*

APRIL 5<sup>TH</sup>, 2022



## **BUSINESS OF THE ALMA MATER SOCIETY**

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*POSITIONS VACANT*

APRIL 5<sup>TH</sup>, 2022



## **BUSINESS OF THE SENATE**

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PRESENTED BY **ROBERT HUGHES AND FEMI ABIOLA**

Report will be presented verbally.

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## **Appendices**

### **Appendix A: 2021-2022 Budget Closings**

Budgets to be closed for the 2021-2022 year may be viewed [here](#).

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## **Appendix B: 2022-2023 Budget Openings**

Budgets to be opened for the 2022-2023 year can be found [here](#).

## Appendix C: SVPR Policy Changes

### SECTION 2 | SEXUAL VIOLENCE PREVENTION AND RESPONSE DIRECTOR

#### 4.02.01

The Sexual Violence Prevention and Response Director will be tasked with amplifying the existing resources, supporting outreach and working with policies to improve the SVPR experiences of students at Queen's. They will work closely with the President, Vice President Society Affairs, and Equity Commissioner to implement society, university, and city-wide change.

#### 4.02.02

The SVPR Director's role will work to ensure SVPR efforts remain a priority of the society. This work will be occurring both internally to ASUS as well as through outreach to the university and the city. The role will ensure it is familiar with existing policies and work to make them more accessible to students long-term.

#### 4.02.03

The SVPR Director will also liaise with the Queen's Equity and Human Rights Office to pursue collaboration and improve the Society. The SVPR Director will specifically seek to consult with Indigenous groups and stakeholders on campus to determine how we can best incorporate Indigeneity into ASUS practices and events and seek to implement any recommendations. Further, the director will focus on Society-wide educational efforts in collaboration with the Human Resources Office.

#### 4.02.04

The Director will also have the freedom to engage in personal projects in collaboration with the Executive and Equity Commission, while also fulfilling their established roles and requirements.

#### 4.02.05

The ASUS President, ASUS Vice-President of Society Affairs, and ASUS Equity Commissioner shall oversee the hiring process and sit on the hiring panel.

#### 4.02.06

The responsibilities of the ASUS SVPR Director shall include, but is not limited to:

i) Holding five (5) office hours per week. At least one (1) office hour shall be held during the office hours of the President. The remaining four (4) hours are flexible around the prevailing work during the week;

ii) Chair and assemble a task force made up of DSC presidents, ASUS volunteers and interested administration and faculty. The task force will work to establish programming and changes for the society

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and at Queen's overarchingly. They will also sub-divide the task force into subcommittees if needed to work on specific projects such as policy, social media and more.

iii) Working to establish a working relationship with the Queen's Sexual Violence Prevention and Response Office and Human Rights and Equity Office to stay updated on the policies and programming being implemented in their respective offices;

iv) Establish a relationship with the city contacts that oversee SVPR and businesses to ensure we implement city-wide projects and trainings surrounding Sexual Violence Prevention and Response;

v) Work with the Human Resources Office to ensure that all HR Harassment and Discrimination policies at ASUS are updated and in line with the university and employment regulations to best support our volunteers;

vi) Collaborate and meet with the Sexual Assault Centre Kingston on a semesterly basis to maintain a working relationship and amplify their resources as needed;

vii) Work with relevant parties to get feedback on existing SVPR structures and attempt to remedy any flaws by working directly with policies. The aim would be to ensure that all policies are clear, accessible and equitable to SVPR access.

viii) Update the SVPR portion of the ASUS website as needed to ensure the information is accurate and accessible when possible

ix) Facilitate and liaise SVPR trainings such as Bystander Intervention within ASUS and at the university level;

X) Act as a re-router for resource for ASUS volunteers and students within the Faculty of Arts and Society.

#### 4.02.07

12-month term from May 1st of the outgoing academic year to May 1st of the following academic year (i.e. May 1, 2022 - May 1, 2023).

#### 4.02.08

##### Summer Responsibilities:

i) Work with the ASUS Executive and Equity Commissioner to assess central priorities for SVPR for the school year;

ii) Make connections with relevant groups in the Queen's Community and in the city to ensure successful completion of their work in the Academic year;

iii) Work with the Executive and Equity Commissioner to ensure successful completion of Strategic Plans and budgeting.

#### 4.02.9

##### Transition Responsibilities

i) Engage in a thorough assessment of the work that has been completed and what is still left to complete in the Society.

ii) Prepare a detailed transition manual for the incoming SVPR Director and a report with updates on the status of SVPR goals and priorities.



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iii) Ensure any Action Plans or other documents created in their term are properly delivered to the incoming Executive, Equity Commissioner, and any other relevant bodies as well as made publicly available prior to being removed from their role.

## Appendix D: Wellness Director Policy Changes

### SECTION 2 | WELLNESS DIRECTOR

#### 4.02.01

The Wellness Director is responsible for the promotion of all aspects of health (i.e., mental, physical, emotional, social, and intellectual) for students on campus, as well as the significance of intersectionality as it pertains to wellness. The Director shall be responsible for identifying differing issues pertaining to student wellness through conducting research and formulating an Annual Wellness Report regarding the current climate of wellness on campus. The Director shall seek to create opportunities for Arts and Science students to learn more about the importance of wellness through the creation of campaigns, events and the Annual Wellness Report, as well as additional special projects as determined by the Executive. The Director should maintain and continue to foster relationships with other wellness services and groups on campus to ensure a collaborative approach.

#### 4.02.02

The ASUS Wellness Director shall liaise with the **ASUS Vice-President of Society Affairs**, Student Wellness Services and the Faculty of Arts and Science through their duties in order to promote effective discussion with relevant bodies on the topic of wellness and its impact on the student experience. The Director should also connect with other student leaders and groups.

#### 4.02.03

The Director will promote various campaigns and initiatives pertaining to the topic of wellness each semester; this should include initiatives targeted at various aspects of wellness.

#### 4.02.04

The **ASUS Vice-President of Society Affairs**, the ASUS Vice-President of Operations, and the ASUS President shall oversee the hiring process and sit on the hiring panel.

#### 4.02.05

The responsibilities of the ASUS Wellness Director shall include, but is not be limited to:

- I. Meet semi-regularly with a Student Wellness Services delegate, and act as a liaison between Student Wellness Services and the **ASUS Vice-President of Society Affairs**;
- II. Holding five (5) office hours at ASUS Office. At least (1) office hours shall be held during the office hours of the Vice-President of Society Affairs;
- III. Developing a strategic plan and budget with the Executive;
- IV. Conducting research pertaining to student wellness along with the Executive, Faculty of Arts and Science, and Student Wellness Services pertaining to the experience and concerns of Arts and Science students regarding the topic of wellness;
- V. Planning and executing resources, events, initiatives and campaigns pertaining to mental and physical wellbeing that supports the unique interests and needs of Arts and Science students;

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VI. Formulating the Annual ASUS Wellness Report regarding the current climate of wellness on campus, specifically mental and physical health, and present the report to the Faculty of Arts and Science before the end of the twelve week of classes.

#### 4.02.06

The membership of the Wellness team shall consist of:

1. One (1) Wellness Director;
2. Five (5) Coordinators;
3. Three to five (3-5) Event Volunteers (based on certain conditions outlined below).

The five (5) Coordinator roles will consist of:

1. One (1) First Year Representative;
2. One (1) Internal Events Coordinator;
3. One (1) External Events Coordinator;
4. One (1) Marketing Coordinator;
5. One (1) Outreach Coordinator.

The three to five (3-5) volunteers will hired if the following criteria is met:

- I. Classes and events are to be held on campus with greater than 50% capacity;
- II. The Wellness Director deems that the additional assistance for in-person events would be beneficial.

#### 4.02.07

The Wellness Coordinators shall uphold the Wellness Director's mandate of promoting various aspects of health on campus, as well as the significance of intersectionality as it pertains to wellness. The Wellness Coordinators shall work to aid the Wellness Director in organizing events, communicating with other wellness services and groups, conducting research, and executing initiatives pertaining to wellness on campus. Each year, at least five (5) Coordinators will be hired.

#### 4.02.08

The Wellness Event Volunteers shall uphold the mandates and standards outlined by the Wellness Director and Wellness Coordinators to ensure appropriate and effective execution of events on campus. The Wellness Event Volunteers will assist in the planning and executing of events in a responsible, professional, and friendly manner. Each year, around three to five (3-5) Volunteers may be hired depending on need.

#### 4.02.09

The **ASUS Vice-President of Society Affairs** and ASUS Wellness Director shall oversee the hiring process and sit on the hiring panel.

#### 4.02.10

The responsibilities of the ASUS Wellness Coordinators shall include, but are not be limited to:

1. Meeting with and reporting to the Wellness Director on a weekly basis and to be responsible to the Wellness Director;

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2. Assisting the Wellness Director in planning and executing resources, events, initiatives and campaigns pertaining to wellbeing that support the unique interests and needs of Arts and Science students including but not limited to: wellness concerns pertaining to queer, trans, BIPOC, disabled students, holistic approaches to health and physical wellness on campus, and stressors associated with academia;
3. Assist the Wellness Director during regular consultations with various health and wellness groups including Student Wellness Services;
4. Assist the Wellness Director in conducting research pertaining to student wellness along with the Executive, Faculty of Arts and Science, and Student Wellness Services pertaining to the experience and concerns of Arts and Science students regarding the topic of wellness;
5. Assist the Wellness Director and the Executive in compiling research data to bring forward to the Faculty of Arts and Science to develop tangible solutions to wellness issues on campus;
6. Assist the Wellness Director in the creation of the ASUS Wellness Report;
7. Work on any related special projects the Director and/or Coordinators deem necessary, in consultation with the Executive and Equity Commissioner.

#### 4.02.11

The responsibilities of the ASUS Wellness Volunteers shall include, but are not be limited to:

1. Meeting with and reporting to the Wellness Director and Wellness Coordinators on a weekly or biweekly basis and to be responsible to the Wellness Director;
2. Assisting the Wellness Team in planning and executing resources, events, initiatives and campaigns pertaining to wellbeing that support the unique interests and needs of Arts and Science students including but not limited to: wellness concerns pertaining to **queer, trans, and non-binary students, racialized students, students with disabilities**, holistic approaches to health and physical wellness on campus, and stressors associated with academia;
3. Informing the Wellness Team about any concerns or feedback from the events in order for improvements to be made in the future.

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## **Appendix E: ASUS Review Policy Changes**

### **1.12.06**

All content developed and delivered by ASUS Review Developers and Facilitators are property of the Arts and Science Undergraduate Society. The Academics Commissioner and President shall have the power to intervene in any matters related to ASUS Review if it is deemed necessary by the Academics Commissioner.