

# ARTS AND SCIENCE UNDERGRADUATE SOCIETY ASSEMBLY

DUC MENTEM AD LIBERTATEM

THE THIRD MEETING OF 2021-2022 ASSEMBLY OF THE ARTS AND SCIENCE UNDERGRADUATE SOCIETY OF QUEEN'S UNIVERSITY

## AGENDA

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1. **Motion #1** – Approval of the Agenda
2. **Motion #2** – Approval of the Minutes
3. Speaker's Business
  - i. **Land Acknowledgement**
  - ii. **Breakout Rooms**
4. Discussion Period
  - i. **ASUS' Mandate**
  - ii. **ASUS Platforms (OnQ, ASUS Website)**
  - iii. **Return to Campus Engagement**
5. Executive Reports
6. Society Reports
  - i. **Business of ASUS Council**
  - ii. **Business of the Sibling Societies**
7. Other Reports
  - i. **Business of the Senate**
  - ii. **Business of Other Members (Academic Representatives, ASUS Reps. to the AMS)**
8. Statements by Members
9. Question Period
10. Old Business
11. New Business
  - i. **See attached motion sheet, motions 3-11**
12. Speaker's Last Word
13. Adjournment of the ASUS Assembly

# MOTION SHEET

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**1. That ASUS Assembly formally approve this agenda and the consent agenda.**

- MOVED BY: KRISTEN SUTHERLAND
- SECONDED BY: ALYTH ROOS

Est Time: 2 mins

**2. That ASUS Assembly formally approve the minutes from the last Assembly held on October 19th, as seen on the ASUS website.**

- MOVED BY: KRISTEN SUTHERLAND
- SECONDED BY: ALYTH ROOS

Est Time: 2 mins

**3. That ASUS Assembly formally ratify the 2021-2022 Standing Committees, selected by the Assembly Nominating Committee, as seen in *Appendix A: "ASUS Standing Committees"*.**

- MOVED BY: KRISTEN SUTHERLAND
- SECONDED BY: ALYTH ROOS

Est Time: 2 mins

**4. That ASUS Assembly formally approve the ASUS Elections Winter Timeline, as seen in *Appendix B: "ASUS Winter Election Timeline"*.**

- MOVED BY: KRISTEN SUTHERLAND
- SECONDED BY: ALYTH ROOS

Est Time: 2 mins

**5. That ASUS Assembly formally approve the changes to the Academics Policy Manual, as seen in *Appendix C: "Academics Policy Manual Changes - Separating ASUS Review and ASUS Peer Tutoring"*.**

- MOVED BY: TIFFANY YUNG
- SECONDED BY: ALICIA PARKER

Est Time: 2 mins

**6. That ASUS Assembly formally consider the adoption of the updated ASUS Mandate within the ASUS Constitution, as discussed and revised during Discussion Period.**

- MOVED BY: ALYTH ROOS
- SECONDED BY: BRANDON ALDWORTH

Est Time: 2 mins

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**7. That ASUS Assembly formally ratify Riley Geisler as the Head Gael for Orientation of 2022.**

- MOVED BY: ALYTH ROOS
- SECONDED BY: BRANDON ALDWORTH

Est Time: 2 mins

*Please note for the motions below, motions 8-11, ASUS Orientation Chairs were not hired at the time of the distribution of the agenda. The names of the ASUS Orientation Chairs brought forward for ratification will be presented by President Alyth Roos during the meeting of ASUS Assembly.*

**8. That ASUS Assembly formally ratify \_\_\_\_\_ as the C.A.R.E. Chair for Orientation of 2022.**

- MOVED BY: ALYTH ROOS
- SECONDED BY: BRANDON ALDWORTH

Est Time: 2 mins

**9. That ASUS Assembly formally ratify as \_\_\_\_\_ the Operations Chair for Orientation of 2022.**

- MOVED BY: ALYTH ROOS
- SECONDED BY: BRANDON ALDWORTH

Est Time: 2 mins

**10. That ASUS Assembly formally ratify \_\_\_\_\_ as the Socio-Cultural Chair for Orientation of 2022.**

- MOVED BY: ALYTH ROOS
- SECONDED BY: BRANDON ALDWORTH

Est Time: 2 mins

**11. That ASUS Assembly formally ratify \_\_\_\_\_ as the Academics Chair for Orientation of 2022.**

- MOVED BY: ALYTH ROOS
- SECONDED BY: BRANDON ALDWORTH

Est Time: 2 mins

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



Dear assembly,

I hope this week nine is treating you well and bringing you a lot of time to rest! I cannot believe just how fast this semester has been going. It is great to see all the incredible work that has been happening within ASUS and the exciting period as we continue to return to more and more in-person components. One of our primary focus this past month has been advocating and collaborating in creating structures for the return to in-person events. Brandon and I have been working with our team, the AMS and external stakeholders to create effective ways to make this process enjoyable.

### Orientation

With Riley officially taking on his new role as Head Gael, we have begun the large process for hiring the orientation team for the year. The Chairs have officially been selected and will be beginning their transition into the roles. Orientation will be running the “Wanna be an OC” event next week to introduce students to the roles and then have them hired by the end of the month. We could not be more excited to welcome on the team for 2022 and support them in this transition.

### Direct Reports

Professional Development has been hard at work this past month. They have officially run their resume building workshop and will be collaborating with career services again this month for a networking workshop as well. They have also paired up their first round of mentors and mentees for their Alumni Mentorship Program. Their big event coming up is Life After ArtSci. It will be running on November 13<sup>th</sup> from 10-2pm and is themed “Adapting with ArtSci”. I encourage everyone to attend for an opportunity to speak with alumni from all industries and make some connections.

Wellness has been working hard in preparation for their Burn out workshop running this Tuesday November 9<sup>th</sup> from the Reflection Room. This will be a great opportunity for in-person strategies and conversations. The Director of Student Affairs Research has been working to release their first round of surveys this week. The two surveys focus on the perception of Queen’s from a student and city perspective as well as an opportunity to see how supported International students feel in the community. This research will be comprised into a variety of reports to further shape our advocacy work. Finally, Equity Director has been working continuously to go through all of the ASUS policy manuals and documents in order to make equity based amendments. This will be able to support the long-term changes at ASUS.

### SVPR

In continuation of our consultations last month, we have continued working on Sexual Violence Prevention and Response this month by meeting with more stakeholders such as the Dandelion Initiative. This month, we are doing a transparency campaign surrounding the resources that exist on campus. From the 15<sup>th</sup>-20<sup>th</sup>, we will be highlighting and breaking down the structures of different supports include the Sexual Assault Centre Kingston,

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the SVPR Office and the Haven App. We are hoping this will help make these resources more transparent and accessible to students.

ASUS 131<sup>st</sup> Birthday

Last year ASUS had the opportunity of celebrating its 130<sup>th</sup> birthday! As ASUS turns 131, we are hoping to do a variety of programming to highlight this. I have had the pleasure of working alongside Officer Katie Hunt and the rest of the marketing team this past month on putting together some incredible programming. Some central elements include a Then versus Now campaign, videos with testimonials from past presidents and fun disposables to humanize ASUS. We will also be launching the Faces of ASUS campaign to provide the opportunity to highlight our incredible volunteers and their stories. This will culminate in a walking open house of the ASUS office. We will be opening the house to allow the community to come and walk around the office and explore. We will also be plugging our merchandise and include a photobooth.

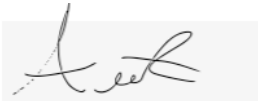
In addition to the marketing campaign, we will also be launching resources such as the OnQ page this month in order to give back to students. This will be launching on the 29<sup>th</sup> to align with the celebrations. Additionally, we will be soliciting feedback from students as we look to change our mandate. We hope this can help students feel and recognize that we want their input in shaping the next 131 years of ASUS history.

ASUS Appeals Resource Centre

After a variety of months establishing its groundwork, the ASUS Appeals Resource Centre will be launching at the end of the month thanks to our wonderful chairs and volunteers. From that point forward student will be able to access peer to peer support on any appeals. We look forward to supporting students.

Lastly, none of this would be possible without the ongoing work of our amazing team and volunteers. This past month has been flying by and we could not be more excited to see the amazing programming to come. As always, if you have any questions, please let me know!

All the best,

A handwritten signature in black ink, appearing to read 'Alyth', is placed on a light grey rectangular background.

Alyth  
President  
president@asus.queensu.ca



Dear members of Assembly,

Thank you for joining us for another meeting of ASUS Assembly. I hope that you have all had great weeks so far, and that you all had a successful round of midterms. As we progress through week nine, a friendly reminder to check in on yourselves and take the needed time to practise self care before and during the exam season. Thank you for continuing to engage with Assembly and actively participate in our conversations!

### **Orientation Hiring**

We have hired our Orientation Week 2022 Head Gael, Riley Geisler, who will be leading the orientation committee on welcoming the incoming Class of 2026 to Queen's next September. Excitingly, we are also in the process of onboarding the newly hired Orientation Chairs, and are beginning the hiring process for Orientation Coordinators.

### **Financial Assistance Distribution**

I am very excited to report to Assembly that almost \$20,000 was awarded in financial assistance this semester on jackets alone. We were able to assist 67 students in the purchase of their vegan and leather jackets. Thank you to Advisory Board members for their assistance in this process. It remains my priority to ensure accessibility for ASUS products, events, and services to all arts and science students.

### **ASUS Camps and French Camps Merger**

After conversations with Departmental Administrator Agathe Nicholson, of the Department of French Studies, ASUS is moving forward in acquiring the operations of Queen's French Camp. We are very excited about this addition to our programming, and are confident that we will be even better able to reach the Kingston community by offering two streams of programming this upcoming summer.

### **Food Credits**

With the assistance of Olivia Obonsawin, Human Resources Officer, and the Front Desk Team, we are in the process of distributing the Fall Term ASUS Food Credits. Pickup has been running smoothly and we look forward to completing this distribution.

### **Accounting Director**

Danielle Charland has been amazing in supporting all of the financial operations of the Society. Specifically, we have effectively transitioned to a digital reimbursement request system that uses only Interac E-Transfers. This has proven to be effective, safe, and timely. We also continue to update the General Operating Budget actual spending figures, and will be making this publicly available shortly, so please stay tuned for this!

### **Online Store**

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Isobel Anderson has been incredible in keeping up with some of the very first product requests. We are excited to report successful sales of both the English DSC and Biopsychology PSC, as well as many initiatives from Community Outreach committees. The store has continued to see improvements in its operations, and we will strive to make the student-facing experience as seamless as possible over the coming months.

### **Sustainability**

Helen Lord and her team are working on many different initiatives for the upcoming months. Coming soon will be a sustainability-focused essay writing giveaway, which includes a grand prize of a camping and outdoor experience trip for two! We are looking forward to engaging with the arts and science community to promote meaningful reflection on our contributions to reducing waste and emissions while consistently working towards more sustainable lifestyles.

### **Sponsorship**

Katelin Boles has been hard at work on completing the Sponsorship Handbook and Guidelines documents. I am excited to report that we will be exploring the creation of a Sponsorship Resources page on the ASUS website, that will contain information for both potential sponsors of ASUS events and initiatives, but also for all members of ASUS who engage with community partners in sponsorship solicitation.

### **Information Technology**

We have received final approval from Microsoft to begin the tenancy migration of our online environment to our own domain. This will allow ASUS to maintain control and discretion over our emails and digital workspaces. The AMS Information Technology Office, specifically Matthew Guy and Andrew Phillips, remain extremely helpful in the transition. This transition process will begin in mid-to-late-November.

### **Other Items**

- Congratulations to C.A.R.E. Chair Gabby Torretto and her team on an incredible achievement of donating over \$40,000 to the Canadian Cancer Society. It was my pleasure to assist Gabby in presenting the final donation to Kelly and Doug.
- This is the time of year to begin considering running in the ASUS Executive Elections that will be held very early next semester! If you have any questions, or would like to chat with Alyth and I about the new Executive structure or our roles, please do not hesitate to reach out.

A huge shoutout to all of the incredible teams and volunteers at ASUS. Without the amazing work of Alyth, Council, Sean, my team, and all the members of their teams, I would not be able to present these updates. Thank you to each of you for your impressive dedication.

I would like to reiterate my availability to you all – whether it be for questions, comments, concerns, or just to chat! I am always eager to chat about any of the ongoing work mentioned in this report, as well as any of the incredible work you are doing. Have an amazing rest of your week and see you very shortly at our next Assembly!

Respectfully submitted,



NOVEMBER 9<sup>TH</sup>, 2021  
Brandon Aldworth (he/him)  
ASUS Vice President  
vp@asus.queensu.ca



# ACADEMICS COMMISSIONER'S REPORT

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PRESENTED BY **TIFFANY YUNG**, ACADEMICS COMMISSIONER

Dear Assembly,

Despite the busy time amidst midterms, I truly hope all of you are doing well and are actively taking care of your mental and physical health! While we remain active leaders on campus, we are all still students and should be mindful of what we can take on. Having said that, I am still ecstatic to showcase what my commission has been up to the past couple of weeks!

From the DSC front, many of them have started to host some events online in the month of October due to the restrictions on co-curricular activity. However, many of them are excited and are in the process of sanctioning their in-person events for November. A few events that have happened include some zoom study sessions, design contests, merch releases, game nights, and giveaways. On the academics and advocacy front, our Co-Presidents have been attending Faculty Board, DSC Assembly, and monthly meetings with my deputy, Emma. At these events, they are able to engage with the Faculty on a variety of different topics and bring their own concerns to the table. Additionally, Emma and I have started a new initiative within this part of the commission called "DSC of the Month." Each month, our commission's Instagram will feature a DSC that has gone above and beyond with hosting events, attending meetings, and initiatives. Looking ahead, many DSCs will be preparing even more study sessions for the exam season and participate in booting opportunities or resuming on-campus traditions that they have always taken part in.

Inspired by the inquiries of an Indigenous studies student, my latest and newest project has been to start two new Program Student Councils (PSCs). These will be for Black Studies and Indigenous Studies. While it is my understanding that Black Studies as a program has not been officially passed and there are no current students in the field at Queen's, I am hoping to set up the structure and entirety of the PSC as the faculty sides comes to fruition. This way, they will be able to immediately dive into have adequate student representation in the academic setting. On the other hand, the Indigenous Studies PSC will be able to start this year as the program does currently have students registered. Not only is this project a direct dedication to promoting more student voices in academic spaces, but a strong commitment to BIPOC representation that has been traditionally lost in colonial institutions. Anyone who is interested in assisting me in this process or has candidates to put forth for the PSC are more than welcome to contact me about this!

Under the Special Projects umbrella, many of our journals and peer programs have many ongoing initiatives. Politicus recently opened their submissions for their Special Issue publication in collaboration with a Queen's club, the Women in International Security (WIISE) team. They have been working incredibly hard to make this project run smoothly and are on their way to close submissions on November 12<sup>th</sup>. For those who have written pieces related to securitization and politics, or fulfill the requirements of submissions, then I would highly recommend handing those essays to Politicus for a chance to be in a published journal! QJERS, QSURJ, and UR are also gearing up to release their own submissions over the next two weeks so I highly recommend keeping an eye out for those because they are always more than happy to accept submissions. For events, they

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are also looking forward to hosting on-campus events. However, due to the turnaround and emphasis on journal submissions, they will be focusing those efforts on the winter semester.

The two peer programs have also started to expand into larger initiatives. ASUS Review is currently working with their respective professors to create review sessions that uphold academic integrity. These sessions will be at a very affordable price and available to all ArtSci students. In two weeks, they will release ticket sales on the ASUS website. ASUS Peer tutoring has also had a steady increase in students signing up to be a part of the program. As I am writing to you, they are currently at 380 students, over a hundred more people in comparison to my last assembly report. Additionally, our APT Director, Kerik, is very ecstatic to be expanding this program into the local Kingston high schools. He has already gathered the data from interested tutors and will be working on waivers, procedures, and systems to ensure the success of the program. He is also in consistent contact with a principal from a local high school and will be piloting the program there first.

My Special Projects Deputy, Alicia, also chairs the committee for the two teaching awards. This week, the nominating committee has released the names of those of who will be sitting and taking part in the process. Alicia will be arranging a meeting with everyone next week to give a powerpoint presentation on what the committee is comprised of, its purpose, the process, and allocate tasks. We have already received dozens of nominations and will continue to promote this on our social media outlets. We are hoping to have a few strong candidates outlined by the end of this semester.

Last week, the ACS core team also hosted two events, Law School 101 and Med School 101. We received incredibly high engagement for both events. In the former, we had over 100 signups, 4 admissions officers from across Canada, and 5 law students. In Med School 101, we had over 40 attendees, 3 admissions officers, and 2 medical students in attendance. For both events, we were able to retain many of the students to talk and engage with the officers and students. Many of them were enthusiastic to be able to speak to students from such a diverse number of schools. After the event, our team also put together a recap document to be sent out to all attendees and is also published on our ASUS website under updates.

Following the posting of those events, this spurred the idea and another project idea for the ASUS website. In a collaboration between the Academics Commission and the Professional Development team, we will be implementing a tab under the website for “Post-Grad Resources”. We recognize that as a student government, there is a strong demand for assistance in life beyond our undergraduate careers and we have a responsibility to students to assist them in that journey. Therefore, this project will have resources such as the recap post from Law and Med School 101, one-pagers on how to network, graduate school FAQs, and much more. This task will hopefully be completed by the end of November and will be regularly updated with additional information as time goes on.

Like always, I am more than happy to address any questions or concerns about the Academics Commission and cannot wait to have more updates the next time we all meet!

Best,

NOVEMBER 9TH, 2021

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

Tiffany Yung (she/her)

Academics Commissioner

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

# COMMUNITY OUTREACH COMMISSIONER'S REPORT

PRESENTED BY **EMILY ARMSTRONG**, COMMUNITY OUTREACH COMMISSIONER

Dear Assembly,

I hope you all made it through midterm season and things are settling back down! I'm super excited to be able to share what Community Outreach has been up to in the last few weeks!

## **Committees**

Many of the committees have started their volunteer programs and have been out in the community supporting our partner organizations! This includes some brand-new programs such as a new partnership between Kids 4 Kids and Almost Home, and Autism Partnership will be launching their Puppy Pals program November 10<sup>th</sup>. Partners in Education, After School Buddies, and Crohn's and Colitis held some Halloween fundraising events that were very successful! The Alzheimer's Outreach committee also hosted their second annual 5k run/walk event on November 6<sup>th</sup>! Coming up next month there will be even more events to help raise money and awareness for all our committees and their causes. Lost Paws awareness week, the Kids 4 Kids send a message share a smile campaign, and some speaker's series and social media giveaways will be taking place this month.

## **Deputies**

Alexa, the Volunteer Support and Appreciation Deputy, has been busy working on programming to help support our volunteers and ensure that communication with our community partners goes smoothly. She has recently released our first volunteer newsletter and is planning an online zumba event for all CO volunteers! The volunteer of the semester program is also being launched and they will be announced at the end of November. Elizabeth, the Sponsorship and Fundraising Deputy has been hard at work planning Supper Series and fundraising events for the Sexual Assault Center Kingston. We had a t-shirt sale and a raffle already in support of SACK and are collaborating with CoGro on an upcoming fundraiser. She has also been working to obtain sponsors for our annual silent auction which will be held in the beginning of the winter term.

## **Special Projects**

Community Outreach Week happened at the end of October and was a great success! We were able to talk to many people about our committees and programs throughout the week and had some great activities and fundraisers too! We were also able to gain some insight on topics such as why people volunteer, what community means to them, and what causes they're most passionate about. We also have an Art Market happening for mid-November which will feature local art from BIPOC artists and give them a platform and opportunity to sell their pieces, right in time for the holiday season!

As always if you have any questions or suggestions for more ways that we can be helping out the community please let me know!

Sincerely,

NOVEMBER 9TH, 2021

A handwritten signature in black ink, appearing to read "Emily Armstrong". The signature is written in a cursive, flowing style.

Emily Armstrong (she/her)  
Community Outreach Commissioner

# EQUITY COMMISSIONER'S REPORT

PRESENTED BY **YARA HUSSEIN**, EQUITY COMMISSIONER

Dear Assembly,

I hope you are all doing well and remembering to take care of yourselves during this time of year. With it being November, and officially more than half way in my role as Equity Commissioner, I have been incredibly thankful for all that I have learned and all the advocacy work I have been part of! I am especially appreciative of all the volunteers, deputies, council, and the executive team for this journey thus far and can't wait to see what the next 6 months has in store! In this report, I will provide you with an update on what myself and the volunteers of the commission have been up to since our last assembly.

## Committees

The co-chairs are busy working away on planning their main events, including logistical aspects of their events, as well as strengthening their team relations. By the end of the semester, the Queen's Equity Conference will have reached out to all potential speakers, booked venues, and prepared the conference itinerary. They are currently planning for their Cocoa and Condoms event to garner participation for the conference! Research and Recommendation is in the finalization process of their survey with the theme entailing an assessment of Queen's allocated funds and student's needs with the ultimate recommendation being how funds should be allocated in the future. Down There is underway with planning for the theatre production, and will open casting calls by the end of the semester. The Queer Solidarity Alliance will be undergoing a committee revamp with the ultimate goal making QSA comparable to other Faculty Society's queer-based committees (I.e., Equip, Q+, Engiqueers). and The Students of Colour Collective and the Disability and Neurodiversity Alliance Co-chairs will commence hiring for their executive members in the next couple of weeks.

## Commissioner and Advocacy

I have been meeting with the Equity Director to edit all of the ASUS policies and provide an intersectional, equitable, and accessible approach in a holistic and critical manner. Additionally, though not typically highlighted in the strategic plan but rather in the background of my role, I am always working on brief consultations and support to various ASUS volunteers on their own projects to ensure they are equitable. I am very thankful that our volunteers like to ensure they are following best practices. We are currently looking for students with experience with the HREO and/or who have experienced harassment and discrimination for the Equity Grievance Service consultations to ensure the service is structured to act as a student advocacy service. The consultation period will be followed by the final drafting of the policy, which will likely be released at our next Assembly.

After postponing a couple of times due to logistical reasons, the 'Who Do You Serve?' event will be taking place on November 16<sup>th</sup> from 5pm – 6:30 pm and all presidents and vice-presidents of Faculty Societies have been invited to answer equity related questions as a form of an accountability measure. I am extending the

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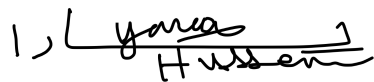
invitation to all of you as this will be an excellent opportunity to listen first hand to student concerns regarding accountability. Alongside the President, Alyth, we will be launching the Sexual Violence Prevention and Response Awareness campaign in the next 2 weeks which will act to ensure students are aware of all resources that exist to support survivors, legal measures in place, perpetrator accountability etc. We have met with the SACK, the SVPRO, and the HAVEN app all of whom supported in the creation of the awareness campaign.

To ensure event planning is feasible for the committees and doesn't hinder student engagement, I have been working closely with the Vice President as well as the Academics and Community Outreach commissioners to finalize a new concise Event Form for committees to complete after sanctioning. The event will be launched on the ASUS website in the next week!

I have assigned Jolin, the Equity Intern, responsibility of the Equity Library and increasing engagement through our new 'Blind Date' campaigns which will take place before and during the holiday break! She has been very eager with advocacy work, so I have also been providing her with context on the history and presence of Queen's and the structures in place.

Thank you all for taking the time to read this report. I hope it has shed light on some of the things the commission has been working on these past few weeks, and the things we hope to accomplish before the end of the semester. If you have any questions about my goals, these current projects, the work of the committees, advocacy, or ASUS Equity in general please do not hesitate to reach out to me, I am always happy to chat!

Respectfully Submitted,

A handwritten signature in black ink that reads "Yara Hussein". The signature is written in a cursive style with a large initial "Y" and "H".

Yara Hussein (she/her)  
Equity Commissioner

NOVEMBER 9TH, 2021

# MARKETING AND COMMUNICATIONS OFFICER'S REPORT

PRESENTED BY **KATIE HUNT**, MARKETING AND COMMUNICATIONS OFFICER

Dear Assembly,

I hope everyone is having a nice start to their November and getting used to the chillier weather! The Marketing and Communications Office has had a great past two weeks. A couple of updates from our end include:

## **Graphics**

The graphics team is now officially fully hired and off to a rocking start. The team has met and discussed goals and initiatives for the upcoming year. The team is a great group of people and I am looking forward to seeing what they accomplish over the next 5 months!

## **Photo**

Similar to graphics, the photo team is now hired and are well underway taking requests and headshot sessions for several clubs and committees.

## **Web**

We officially have two amazing co-web directors who will be taking the ASUS website to the next level. Leo and Ethan have already started going through the website making important changes and updates. We will be meeting with council members in the near future to discuss what changes they will like to see and will collaborate throughout the remainder of the year to make as meet as many of our goals as possible!

## **Birthday Planning**

November is a very exciting month given that it is ASUS' 131st on the 29th! We have been very busy planning a lot of fun activities, campaigns, and events this month to engage as many ArtSci students as possible! We are so excited to celebrate with our students and ring in the birthday as a big ASUS family.

## **Merchandise**

Another plug for our merchandise! The Essentials Collection has dropped and is available at the ASUS house as well as on the ASUS store website. Tell everyone to buy theirs now!

## **Looking ahead**

As stated, we are so excited for all the birthday content going out this month as well as looking well ahead into December for another very exciting campaign that will be dropping. Keep your eyes peeled on the ASUS social media platforms to stay updated! Thanks for reading the Marketing and Communications report. As always, if you have any questions or just want to chat, feel free to email me at [marketing@asus.queensu.ca](mailto:marketing@asus.queensu.ca).

Cheers,



NOVEMBER 9<sup>TH</sup>, 2021

A handwritten signature in black ink that reads "Katie Hunt". The signature is written in a cursive, flowing style with a long horizontal stroke extending from the end of the name.

Katie Hunt (she/her)  
Marketing and Communications Officer

# SERVICES COMMISSIONER'S REPORT

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PRESENTED BY **TINA HU**, SERVICES COMMISSIONER

Dear Assembly,

I hope all is well and everyone is enjoying the colder weather. The commission has been running smoothly and I am happy to provide updates on our operations.

## Jackets

The jackets team closed a successful fall jacket ordering season. A round of applause for the jackets team they did a fantastic job and we were able to fill over 200 orders of vegan and leather jackets for this fall term.

## Good Times Diner

Good times diner has continued to serve a fantastic array of meals. They had a homey thanksgiving pie service, tricolour spirit dinner to celebrate homecoming, as well as a very spooky Halloween themed dish just last week. The team is looking forward to introducing a second service on Wednesday, looking to begin as early as November 10<sup>th</sup>.

## ASUS Mentorship Program

ASUS Mentorship is doing wonderful things and has recently ordered sweaters for their team. AMP is also launching their CoGro cup campaign soon, so head on over to CoGro if you are looking for a AMP sticker.

## Exchange Buddies

Exchange Buddies is launching a photo contest. All operations are running smoothly and exchange students are engaged with the program.

## Other operations

I'd like to give a warm welcome to the final additions to the services executive team, we have finally welcomed the Formal conveners and the Textbook Service Director. We have also welcomed Cole and Holden, our first and second year interns to the team. Lastly, the fall poster sale is postponed. The Services Deputy, Melody, is working in collaboration with EngSoc to launch the event for the winter semester.

Thank you for taking the time to read the Services Commission Report. Please let me know if you have any questions by contacting me at [services@asus.queensu.ca](mailto:services@asus.queensu.ca).

All my best,

NOVEMBER 9TH, 2021

A handwritten signature in black ink, appearing to read "Tina Hu". The signature is written in a cursive, flowing style.

Tina Hu

Services Commissioner

NOVEMBER 9TH, 2021

# GOVERNANCE OFFICER'S REPORT

PRESENTED BY **KRISTEN SUTHERLAND**, GOVERNANCE OFFICER

Dear Members of Assembly,

Happy week 9 (eek!). I hope that midterms went well, and that your end of the year assignments are well underway and you are feeling good about them!

The first major update I have is that we have now elected two new members to ASUS Assembly from the Fall By-Election. A huge congratulations once again to Emelia Patterson and Dante Caloia, who are your First-Year ASUS Representatives to the AMS, and ASUS Representative to the AMS respectively. Thank you so much to both Emelia and Danta for their efforts, and to everyone who engaged throughout the elections process and voted.

On the topic of elections, the Winter Election is also just around the corner! As you will see in the attached motion sheet, I am moving in this meeting to approve the Winter Election timeline. Our nomination period will open upon us returning to campus for the winter semester, and our Elections Team will be beginning to plan out this exciting election season this week!

This past month our Chief Archivist Chloe Whittaker was also able to get into the ASUS Archives, and there are many untapped gems in there that Chloe is working hard to uncover! Over the course of the month of November, Chloe will be working to spotlight some exciting benchmarks in ASUS' history, so please keep an eye on both the Queens ASUS Instagram page (@queensasus), and the ASUS Archives Instagram page (@asusarchives) for some fun pictures and pieces of Queen's and ASUS history!

We have also held our second meeting of the ASUS Advisory Board, and Advisory Board Directors have each had the opportunity to meet with their member of Council. They have already provided both valuable insight and oversight, and I am excited to see them help bring ASUS to new heights both this year, and the years to follow!

As always, I am more than happy to answer any questions, and would love to chat with anyone about all things Governance! Best of luck with any assignments ahead, and I look forward to updating you once again for the November 30th meeting!

Yours in Governance,



Kristen Sutherland (she/her)  
Governance Officer  
[governance@asus.queensu.ca](mailto:governance@asus.queensu.ca)

# ADVISORY BOARD REPORT

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PRESENTED BY *VANESSA BATTEN*, CHAIR OF ADVISORY BOARD

Hello everyone, I am Vanessa Batten, Chair of the Advisory Board. The advisory board has been hard at work this semester.

## **Meetings with ASUS Council Members**

As part of our ongoing mission to ensure legitimacy and efficacy within the council, advisory board members met with each of the council members in the beginning of a year-long partnership. Each council member will be able to rely on the advisory board to point out areas of improvement, brainstorm ideas within the purview of their portfolio, and sound test concepts they plan on enacting. In the board-wide meeting earlier this November all board members reported that these meetings were a resounding success.

## **Board Committees**

In an effort to continually develop the goals of the advisory board, we have begun to experiment with committee style breakouts during our monthly meetings. These committees match together members whose council partners have similar portfolios to see where broad areas can improve, if there are any similar goals that can be collaborated on, or if any area has been neglected. At the moment these are still experimental, but the advisory board is always open to innovation.

## **Collaboration Beyond the Council**

These past few months the advisory board has also had the honour of assisting with projects that extend beyond the ASUS council. We have helped with the distribution of financial grants for ArtSci jackets and the selection of Head Gael. We look forward to further collaboration in the future.

Vanessa Batten  
Advisory Board Chair

# YEAR REPRESENTATIVE REPORTS

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## **2022 YEAR REPRESENTATIVES**

*POSITION VACANT*

## **2023 YEAR REPRESENTATIVES**

*POSITION VACANT*

## **2024 YEAR REPRESENTATIVES**

*CELINA LOVISOTTO AND ALICIA PARKER*

Dear Members of Assembly,

We hope everyone is keeping well and is looking forward to the exciting events and activities in the month of November. With the semester quickly passing by, we have begun to finalize our projects and are excited to collaborate with the Class of 2024.

The Community Outreach Commission has dedicated time to connect with our class through the implementation of the Second Year Intern Program. We feel that this initiative will grant us the opportunity to engage with like-minded students while allowing for increased exposure into our roles and how we provide a voice for students. Connecting with these students will spark conversations surrounding issues and interests of our class to allow for further discussions on implementing change to better serve our peers. We are hopeful in attending their next biweekly meeting and look forward to this experience.

Our next initiative involves implementing a second year newsletter that is designed specifically for students in the Class of 2024 to provide key opportunities, events and relay important information that occurs both within the Queen's and Kingston Community. Through this effort, we believe that this will be an effective way to reach our class and assist in sharing greater opportunities available.

Lastly, we are currently working on connecting with our class on a personal level through an in-person initiative. We feel that representing our position and ASUS as a whole is an important aspect to share therefore we intend to highlight each commission and office at our event while providing contact information if students

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wish to connect and learn more about ASUS. As an incentive, we intend to supply hot chocolate and snacks if permitted.

Thank you for taking the time to read our report, and we look forward to seeing you all at Assembly!

All the best,

Alicia and Celina  
Class of 2024 Representatives

**2025 YEAR REPRESENTATIVES**  
*POSITION VACANT*

# Concurrent Education Student Association Queen's University, Kingston



PRESENTED BY **LEXIE INGOLDSBY, VICE-PRESIDENT INTERNAL**

Hello everyone!

My name is Lexie Ingoldsby and I am the Vice President Internal for CESA. As a team, we've had a busy semester so far with online events and starting in-person events!

## **October Events**

This past month, our year representatives each planned and executed Halloween events for their year. Some of the events included a halloween themed campus scavenger hunt, trick or treat bags to be delivered to your friends, pumpkin carving, and a haunted walk! As these were the first in person events we had, we were so happy with the turn out and overall success of the events. We also had our first in person meeting as a council which was so nice to see everyone in person and have more in person discussions. Just to note, we do still have a virtual option for people to join us via zoom to ensure that we are keeping our meetings accessible for all

## **November Events**

We are full of some big in person events for the month of November. To start off, we are running a second year orientation weekend from November 6th-7th. We are excited to have over 150 registrants for this events where we will do traditional Con-Ed/Queen's events such as coverall paintings, taming ceremony, and White's farm. This orientation weekend will run similar to the first year orientation weekend that happened in September but will allow the class of 24 to meet some more Con-Eddies!

Additionally, we have received AMS approval and are excited to run Con-Ed camp in person again this year from November 13th-14th. Con-Ed camp is a weekend excursion for Con-Ed students to meet and bond with fellow Con-Eddies while having a weekend getaway in nature. Registration sold out in less than 12 hours and is filled with a lot of excited Con-Ed students!

Our social events team and community affairs team has also been looking at more in person events for the month of November. Our community affairs team has reached out to Tina for support with running a community dinner so we look forward to seeing what our events team does with this.

As always, if you have any questions about CESA or about my report please let me know!



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Lots of Con-Ed Love,

Lexie Ingoldsby

CESA VP Internal (vpinternal@cesa.queensu.ca)

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# **COMPUTING STUDENTS' ASSOCIATION**

No Report Submitted.

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# **PHEKSA REPORT**

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



PRESENTED BY **STUART MLADEN**,  
**VICE-PRESIDENT OPERATIONS**

Hi Everyone! I hope you're all doing well! Just a few short updates from me today.

### **In Person Meetings and Events**

With the dissolution of the Curricular Restart Advisory Group (CRAG), we are hoping to resume in-person PHEKSA meetings as early as next week! We are also currently planning in person events, including a semi-formal, for the rest of the semester.

### **Kingston Basketeers**

We are in the process of building baskets for Kingston Basketeers. Every basket goes toward supporting abused women in new beginnings. More information can be found on [www.basketeers.org](http://www.basketeers.org)

### **Coffee with Profs**

Our first virtual Coffee with Profs event of the year was a success! It saw many professors and students come together for some meaningful discussion in breakout rooms over Zoom!

That's all from us!

Cheers,

**Stuart Mladen**  
Vice President of Operations

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Physical and Health Education and Kinesiology Students Association  
Queen's University

E: [vpops@pheksa.queensu.ca](mailto:vpops@pheksa.queensu.ca)

C: 647-468-0422

*PHEKSA recognizes that Queen's University sits on the traditional territory of the Haudenosaunee & Anishinabe peoples.*

NOVEMBER 9TH, 2021

# **DSUS REPORT**

**Dan School Undergraduate Society**

PRESENTED BY **HAMISH HUTCHISON-POYNTZ -VP OPERATIONS**

**NO REPORT SUBMITTED.**

# BUSINESS OF ACADEMIC REPRESENTATIVES

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## SOCIAL SCIENCES

*PRESENTED BY CLARA CIVIERO.*

Hello all,

Happy November! I hope you all have been healthy and taking care of yourselves during this busy time of the semester. Following the events of homecoming (with regards to the misogynistic signs put on display in the student district), the academic representatives were happy to help the Academics commission put together a Sexual Violence Prevention Task Force. I have submitted a list of student leaders who are passionate about the subject of sexual violence and accountability to our Academics executive. I can speak for the psychology department that our DSC has brought this issue to our own undergraduate department chairs and we hope to engage more faculty on this issue. We look forward to hearing about any updates on this committee or how the academic representatives and DSCs can be involved with this initiative.

There is nothing further to report regarding academics, and with regards to collaboration within the cluster we plan to host a cluster event for the winter term, hopefully with a charity component involving the Kingston community.

Thank you.

Clara Civiero (she/her)  
Social Sciences Academic Representative  
17cac16@queensu.ca

## NATURAL AND PHYSICAL SCIENCES

*PRESENTED BY MATHIE SMITH.*

*NO REPORT SUBMITTED. VERBAL REPORT WILL BE GIVEN.*

## HUMANITIES

*PRESENTED BY STEVEN FENN.*

Hello everyone!

I hope you had a restful fall break. From the humanities cluster we have nothing to report for this Assembly. We expect to have more updates as DSC recruitment and in-person events progress this term as well as we begin to tackle the upcoming winter term.

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Steven Fenn (he/him)  
Humanities Academic Representative

**ARTS AND LANGUAGES**  
*PRESENTED BY FLYNN EVES-WELCH.*

Dear Assembly,

**DSC:**

First Guest Speaker Event has been a success! We had a turnout of eleven people (around 10% of our program). The Guest Speaker was given their gift card and the correlating reimbursement application has been made and completed. We have a second Guest speaker event lined up for the end of November with Sunny Kerr and Michelle Bunton. Posters and applications for this event will be made this weekend, once a date has been confirmed by the speakers.

Apparel Design contest submissions closed this week and voting is beginning. The final design(s) will be confirmed next week and the pre-order process will begin.

Student spotlights have been consistent and we are beginning a spotlight bi-weekly for faculty to highlight our appreciation of them.

We have a faculty meeting near the end of November.

**Academics:**

No new updates for Academics. Cluster communications still to be set up, and I will probably make an outline for the cluster fundraising event in the form of an e-mail to send out when communications begin.

Flynn Eves-Welch

Fine Arts Department



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

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### ***FIRST-YEAR ASUS REPRESENTATIVE TO THE AMS***

***EMELIA PATTERSON***

Dear Assembly,

In the first assembly, I hope to speak to some of my fellow members of the AMS Assembly and get to know them and their individual roles and platforms. As this is my first ever assembly, my primary goal is to understand the inner workings of the AMS and its meetings, and how assembly works. In terms of long term goals, I want to be able to bring the first year class together and make sure that if anyone has concerns or needs that need to be addressed, that I am their first point of contact. Too often the student government is overlooked by other students even though it is a great resource for those in need, and I want to make it known that I am available and want to help students in any way I can. My goal is to bring more awareness to the AMS and ASUS governance and how effective it can be at solving issues, and make sure students know we are here to help. In terms of personal goals, I want to address the issue of increased police and security presence on campus and how it is making students feel uneasy/unsafe. I have heard many complaints about the consequences of increasing policing on campus, and want to provide Queen's with some effective alternatives that keep students safe but don't require policing. As the year progresses I will continue to update and work towards my goals and provide more extensive reporting on how assembly is going.

Emelia Patterson

First-Year ASUS Representative to the AMS

### ***ASUS REPRESENTATIVE TO THE AMS***

***DANTE CALOIA***

Hi all!

My name is Dante Caloia and I'm a third year Politics and History student here at Queen's. I'm very excited to have been elected as the new ASUS Rep. to the AMS! I wanted to apply for this position in the first place because I've always been interested in government, debating, voting, and anything else that falls under the legislative umbrella. I also wanted to get as involved as I could this year within the student body as I was stuck at home last year due to COVID-19. As the Rep, I hope to help maintain clear lines of communication between the AMS and ASUS, and for myself I hope that this position

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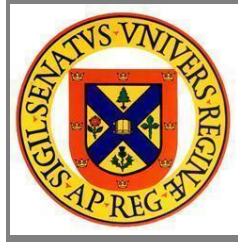
will help me foster some positive connections and learn some great life skills that I could utilize if I end up in Politics in the future!

Dante Caloia

ASUS Representative to the AMS



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## BUSINESS OF THE SENATE

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PRESENTED BY **SAHIBA GULATI, KALLISTA JONES, NOAH MAWJI, AND ROBERT HUGHES**

NO REPORT SUBMITTED. REPORT WILL BE GIVEN VERBALLY.

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## **Appendices**

### **Appendix A: ASUS Standing Committees**

To view the membership list for ASUS Standing Committees, please click [here](#).

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## **Appendix B: ASUS Winter Election Timeline**

To view the ASUS Winter Election timeline, please click [here](#).

## Appendix C: Academics Policy Manual Changes - Separating ASUS Review and ASUS Peer Tutoring

### SECTION 11 | ASUS REVIEW

#### 1.11.01

ASUS Review seeks to provide undergraduate students with an accessible, affordable, and moral one-on-one tutoring, group tutoring, and course review program that emphasizes smart and healthy studying. The program will strive to maintain academic integrity by conducting review sessions for courses with the approval of the course coordinators. As the program is run exclusively by students, it will also offer a chance for students to prepare and conduct professional-level teaching sessions for their peers.

#### 1.11.02

Membership of ASUS Review shall include:

- i) One (1) Director (~~Exam Support~~)
- ii) ~~One (1) Director (Peer Tutoring)~~
- iii) Two (2) Developers per course
- iv) ~~As many tutors as possible~~

#### 1.11.03

Directors will be hired before the end of each academic year by the Incoming Academic Commissioner and Incoming Deputy Academics Commissioner (Special Projects), and be done with sufficient time to allow for the timely hiring of the ASUS Review Developers;

#### 1.11.04

Developers will be hired immediately at the beginning of each academic year by the **ASUS Review** Director (~~Exam Support~~), the Deputy Academics Commissioner (Special Projects), and (if applicable) the Academics Commissioner, based on the following criteria:

- i) ~~The applicant's average in the desired course, with must be a minimum of A- on their transcript.~~
- ii) ~~The applicant's overall GPA, which must be a B+ (3.3) on their transcript.~~
- iii) The Application and Interview Process

#### 1.11.05

~~Tutors will be recruited throughout the academic year by the Director (Peer Tutoring) based on the following criteria:~~

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- ~~i) The applicant's average in the desired course, with a minimum of A- on their transcript (with the exception of CISC courses, which require a minimum of B+);~~
- ~~ii) Successful completion of the Peer Tutoring Handbook Quiz with a passing grade of 80%.~~

#### 1.11.06

**ASUS Review** Director (~~Exam Support~~) responsibilities shall include, but are not limited to:

- i) To attend meetings on a bi-weekly basis with the **Deputy of Special Projects Academics Commissioner**;
- ii) To help hire and train Incoming Developers;
- iii) To set-up and hold bi-weekly meetings with each Developer Team;
- iv) To act as the main liaison between the developers and the course instructors;
- v) To ensure that the developers remain on time and well organized;
- vi) To coordinate logistics of exam review sessions;
- vii) To prepare a transition manual for the Incoming Director prior to April 1 st of their academic year;
- viii) To hold at least five (5) hours of transition meetings with the Incoming Directors before the end of the school year.

#### 1.11.07

Director (~~Peer Tutoring~~) responsibilities shall include, but are not limited to:

- ~~i) To attend meetings on a bi-weekly basis with the **Deputy of Special Projects Academics Commissioner**;~~
- ~~ii) Coordinating marketing efforts with the Marketing Office in order to increase the number of tutors and tutees;~~
- ~~iii) Promoting the bursary program;~~
- ~~iv) Ensuring a well-functioning website;~~
- ~~v) Assisting with the planning and operation of group study sessions;~~
- ~~vi) To match, to the best of the director's ability, tutees and tutors, within 2 business days;~~
- ~~vii) To inform the surrounding high schools of the availability of tutoring through ASUS Review;~~
  - ~~a) High school students are not eligible for the bursary program;~~

- ~~viii) To inform the students if a tutor is unavailable for them through ASUS Peer Tutoring and to suggest an alternative route for finding academic assistance;~~
- ~~ix) To prepare a transition manual for the Incoming Director prior to April 1 st of their academic year;~~
- ~~x) To hold at least five (5) hours of transition meetings with the Incoming Directors before the end of the school year.~~

#### 1.11.08

Developer responsibilities shall include, but are not limited to:

- i) To attend meetings with the Director on a bi-weekly basis;
- ii) To work individually, or in a team of two (2), to complete one (1) booklet, per term, per course;
- iii) To plan and host a review session in the Fall and Winter semesters;
- iv) To provide weekly updates to the Director.

#### ~~1.11.09~~

### SECTION 12 | ASUS PEER TUTORING

The ASUS Peer Tutoring Director's responsibilities shall include, but are not limited to:

- xi) To attend meetings on a bi-weekly basis with the Deputy of Special Projects;
- xii) Coordinating marketing efforts with the Marketing Office in order to increase the number of tutors and tutees;
- xiii) Promoting the bursary program;
- xiv) Ensuring a well-functioning website;
- xv) Assisting with the planning and operation of group study sessions;
- ~~xvi) To match, to the best of the director's ability, tutees and tutors, within 2 business days;~~
- xvii) To inform the surrounding high schools of the availability of tutoring through ASUS Review;
  - b) High school students are not eligible for the bursary program;
- xviii) To inform the students if a tutor is unavailable for them through ASUS Peer Tutoring and to suggest an alternative route for finding academic assistance;
- xix) To prepare a transition manual for the Incoming Director prior to April 1 st of their academic year;

xx) To hold at least five (5) hours of transition meetings with the Incoming Directors before the end of the school year.

Peer Tutoring shall operate under these rules:

- i) Tutors are paid \$15 an hour by the student at each session;
- ii) ~~Tutees can request Tutors using an online form;~~
- iii) ~~Group study sessions will be organized based on the following:~~
  - a) ~~Constitute a group study session of up to six people, with a maximum 6:1 ratio of tutees to tutor~~
  - b) ~~Cost per person is \$5, with the entire proceeds going towards the tutor~~
  - c) ~~Sessions are run as a question-answer style as opposed to a complete syllabus review~~
- iv) It is the tutee's responsibility to contact their tutor and arrange meeting times. Meetings should be held in public venues, in accordance with suggestions listed in the Tutor Training Manual;
- v) ~~It is the tutor's responsibility to record the number and length of sessions, on the online "Hours Tutored Form;"~~
- vi) It is the individual's responsibility to report any dissatisfaction with either the tutee or the tutor to the Director, ~~either through the existing evaluation process, or~~ through individual contact;
- vii) ~~In the event a match cannot be made, the tutee must be contacted within two business days and be notified. It should be made clear to the tutee that tutors must apply to work for ASUS Peer Tutoring first, the Director does not go looking for tutors if a student requests help in a subject that the chair has no tutor for;~~
- viii) Vulnerable Sector Checks are required for high school tutors.
- ix) The applicant's average in the desired course, with a minimum of A- on their transcript (with the exception of CISC courses, which require a minimum of B+);