

**Arts  
and  
Science  
Undergraduate  
Society —  
Assembly**

Meeting #4

# AGENDA

1. **Guest Speaker:** Dr. James Fraser, Acting Associate Dean (Teaching and Learning)
2. **Motion 1** – Approval of the Agenda
3. **Motion 2** – Approval of the Minutes
4. Speaker’s Business
5. Executive Reports
6. Society Reports
  - a. **Business of ASUS Council**
  - b. **Business of the Sibling Societies**
7. Other Reports
  - a. **Business of the Senate**
  - b. **Business of Other Members (Academic Representatives)**
8. Statements by Members
9. Question Period
10. New Business
  - a. **See attached motion sheet, motions 3 - 6.**
11. Speaker’s Last Word
12. Adjournment of the ASUS Assembly

## MOTION SHEET

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

- MOVED BY: CAITLIN SANKARAN-WEE
- SECONDED BY: YARA HUSSEIN

Est Time: 2 mins

**2. That ASUS Assembly formally approve the minutes from the last Assembly held on October 6<sup>th</sup>, as seen on the ASUS website.**

- MOVED BY: CAITLIN SANKARAN-WEE
- SECONDED BY: YARA HUSSEIN

Est Time: 2 mins

**3. That ASUS Assembly formally approve the ASUS Winter Election Timeline as seen in Appendix A: ASUS Governance 2023 Winter Election Timeline.**

- MOVED BY: CAITLIN SANKARAN-WEE
- SECONDED BY: YARA HUSSEIN

Est Time: 2 mins

**4. That ASUS Assembly formally ratify Georgia Dean-Savage as the Head Gael for Orientation of 2023.**

- MOVED BY: YARA HUSSEIN
- SECONDED BY: EMMA FARRELL

Est Time: 2 mins

**5. That ASUS Assembly formally approves of the changes made to 2022-23 General Operation Budget, including revisions in revenue and changes made to the Professional Development Budget as seen in Appendix B: Revised 2022-23 General Operation Budget.**

- MOVED BY: ALOKA WIJESUNDARA
- SECONDED BY: YARA HUSSEIN

Est Time: 2 mins

**6. That ASUS Assembly formally approve the changes to the ASUS Assembly Policy Manual as seen in Appendix C: "ASUS Assembly Policy Manual Changes."**

- MOVED BY: YARA HUSSEIN
- SECONDED BY: EMMA FARRELL

Est Time: 2 mins

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



## **PRESIDENT REPORT**

Presented by **Yara Hussein**, President

Dear Assembly,

I hope you are all doing well and enjoying week 9 of classes! It's hard to believe we are more than  $\frac{3}{4}$  through the semester and officially halfway through our terms! It's incredible to see the levels of engagement we have been able to partake in with students this past month. Before delving into my report, I would like to acknowledge the inspiring work and dedication demonstrated by the many ASUS volunteers. It's a privilege to see the efforts and compassion that our volunteers continue to lead with and none of this work would be possible without them! I'm excited to be providing you all with an update on what has been happening at ASUS and give you a snapshot into the President's portfolio.

### **Orientation 2027**

We have officially hired the next Head Gael who will be spearheading and welcoming the incoming class of 2027. I would like to formally give a congratulations and a warm welcome to Georgia Dean-Savage, the incoming ASUS Head Gael for 2022-2023! After a rigorous application and interview process, Georgia demonstrated a vision for an accessible, sustainable, and collaborative experience for orientation leaders and incoming students. We are very confident in Georgia's leadership and look forward to working with her for the duration of our terms together. In the next several weeks, we will be supporting her with the transition and hiring processes to ensure a seamless transition that is reflective of strong institutional memory and best practices. A congratulations to the Orientation Chair team as well who will be assuming their roles in the next week! This week Head Gael Georgia will be hosting 'Want to be an Orientation Coordinator', if you are interested in being involved in the organizing and welcoming of the class of 2027, I invite you to attend this Friday.

Please reach out to Georgia or I if you have any questions. By the time of our assembly, we will also have attended the Orientation Summit held by the AMS and engaged in conversation across the faculties on the future of orientation at Queen's.

### **Sexual Violence Prevention and Response & Homecoming**

This past month, SVPR Director Kerry Roe also chaired the first SVPR Interfaculty Coalition where various representatives from sibling societies and other faculties had the opportunity to engage in – collective advocacy by student voice remains to be the mission of this Coalition. We look forward to mobilizing our individual efforts and assessing patterns across faculty operations to make our classrooms and campus a safer space for survivors. Director Roe and I have also had the pleasure of attending a consultation with the external reviewers from [CCLISAR](#) for the [sexual violence policy review](#). If you have any thoughts on Queen's current sexual violence policy and procedures, I welcome you to share your comments with this email [irp@cclisar.ca](mailto:irp@cclisar.ca).

This past month, Director Roe also chaired the first SVPR Interfaculty Coalition where various representatives from sibling societies and other faculties had the opportunity to engage in – collective advocacy by student voice remains to be the mission of this Coalition. We look forward to mobilizing our individual efforts and assessing patterns across faculty operations to make our classrooms and campus a safer space for survivors.

Before homecoming weekend, we also ran our first sheet painting activity in-front of the ASUS House, the activity had great engagement and interest from students walking by. I'd like to thank the SVPR Office for their attendance, resource sharing, and continued support. The sheets featured messaging like "We Believe Survivors" and "It Takes All of Us" and were displayed on the Yellow House and on Summer Hill. We look forward to continuing this initiative for future large weekend gatherings.

During homecoming, ASUS had the pleasure of attending the Alumni Meet and Greet event organized by the Advancement Office wherein we chatted with Queen's Alumni about some of ASUS' current works and student opportunities.

### **Life After ArtSci 2022**

Last week the Professional Development team held the first Life After ArtSci Networking Summit in Toronto since 2020! The team took 30 ArtSci student

attendees to visit Queen's Park as well as Penguin Random House, where they heard from the CEO, Kristin Cochrane, who also happened to be an ASUS 1995 alumni. In the evening, attendees then got the opportunity to participate in a networking event with 18 Queen's alumni at OMERS Ventures. This event is possible because of the unwavering efforts of the Professional Development team, the support of the Advancement Office, and generous alumni donors!

Congratulations to Professional Development Director Aidan Carli, Alumni Connections Coordinator, Isabelle Bannister, and Industry Relations Coordinator, Berkeley Carrington for their efforts and tireless work in making this event come to life! Looking ahead, we will be engaging in feedback on the event as a whole and commence programming for Life After ArtSci 2022 - stay tuned!

### **Arts and Science Undergraduate Research Fund**

A final call for the Arts and Science Undergraduate Research Fund (ASURF), which will be [accepting applications](#) until November 16<sup>th</sup>. If you are interested in research or know someone who may be interested, I invite you to consider applying and sharing this with your peers! This opportunity is available to all students in Arts and Sciences, Concurrent Education, Kinesiology, and Computing. There will be an information session on November 11<sup>th</sup> from 2pm-3pm if you would like to drop by and ask questions about the application process. If you have any questions or would like to learn more, please reach out to me.

### **Looking ahead**

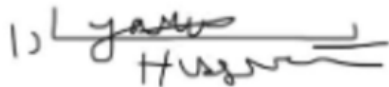
As it is ASUS' birthday month, we are excited to be celebrating 132 years of ASUS with a couple of exciting in-person initiatives, such as the Welcome Wednesday, features of ASUS archives, marketing campaigns and much more. A few other initiatives to look forward to are the Community Outreach week Nov 14-18<sup>th</sup>, Equity week November 21-25<sup>th</sup>, and the Undergraduate Chair x DSC event. Please keep an eye out for the ASUS events calendar and follow the commission/office pages (if you don't already) for so many more exciting events and ways to support volunteer work.

Finally, as we have reached the halfway point of our time in these roles, I would also like to take a moment to recognize that this work would not be possible

without the ongoing efforts of the incredible and volunteers. I encourage you to take some time to reflect on how far we have all come in roles and what we continue building for ASUS and for students, both now and for the society's future. I really appreciate and admire your leaderships and continued dedication!

Thank you for reading my report and ASUS' updates. If you have any questions, concerns, additional thoughts about anything in the report or if you wish to chat, please don't hesitate to reach out to me on [president@asus.queensu.ca](mailto:president@asus.queensu.ca) or by dropping by the ASUS Offices anytime throughout the week!

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Yara Hussein', written over a horizontal line.

Yara Hussein  
ASUS President  
[President@asus.queensu.ca](mailto:President@asus.queensu.ca)



# VICE PRESIDENT OF SOCIETY AFFAIRS REPORT

Presented by **Emma Farrell**, Vice President of Society Affairs

Dear Assembly,

While this sentiment is echoed in almost every report that I have written thus far, I must nonetheless reiterate once more how astonishing it is to see how fast time has flown by. It has been an absolute pleasure serving you as Arts and Science students and connecting with you all during the past six months. As November 1<sup>st</sup> marked the official halfway point in our roles, I took the opportunity to reflect back on the incredible work that we have done together and the vast scope of work that still must be done. Below you will find some of my updates from the past month of October, while also getting a glimpse into what the coming months may hold for the VPSA portfolio.

**Hiring and Onboarding** | This month, we welcomed many new individuals to the team as we began to wrap up hiring this semester in the Human Resources Office. Excitingly, we just completed ASUS Head Gael hiring and are excited to introduce Georgia Dean-Savage as our 2022-2023 Orientation Head. We have the utmost confidence that Georgia, and her Orientation Chair team, which should be hired by the time of Assembly, will welcome the Class of 2027 with great enthusiasm next Fall.

With this Orientation hiring comes contract revision which I have been working on in conjunction with our Human Resources Officer, Kristin Papaconstantinou, and our General Manager, Sean Thompson. We have been revising these contracts, in addition to the Honoraria Volunteering Agreements (VAs), to reflect new policies regarding email use and behavioral expectations. We have also made revisions to these contracts in accordance with the new pay grid structure implemented earlier this year. With this, we are continuing to work with our Director of Workforce Development to implement the new VA system through volunteers and are revising the process for contract distribution come ASUS Spring Hiring.

In the realm of Human Resources, we are also introducing a new contact system for the Talent Acquisition Deputy, Madeline McLean, by placing an outreach form on the ASUS Website to streamline communications and make talent acquisition efforts more concerted and accessible to ASUS volunteers in the future.

Lastly, we will be leveraging this increased talent acquisition presence to do increased outreach for ASUS Camps Directors Hiring which will be taking place in late December, early January. We hope to work with the Concurrent Education Students Association to advertise for these roles which Con-Ed students would greatly benefit from and have done so in the past. We will also be connecting with the French Department to coordinate hiring for the position of French Programming Director which is a new position that began last year after ASUS' integration of the French Department's French Camps. All ASUS Camps Directors should be hired by the second week in January.

**ASUS City Engagement Program** | We are excited to announce our new ASUS City Engagement Program volunteers: Alexandra, Suzy, Isabel, Jake, Maxwell, Kiran, Athena, and Valeria. We will be pairing them with members of the City of Kingston in the coming week working on newly announced projects within the Business Support Office, Licensing and Enforcement Office (working with data mapping and analysis), Heritage Services (through projects relating to archaeology, public art, collections care), and the Marketing and Revenue Development Office. The Community Outreach Commissioner, Elisabeth McHarg, and I are hoping to have our first group meeting in the coming weeks and pairing each volunteer with a different member of ASUS Council as well. We are thrilled to have such eager and engaged volunteers and are beyond excited to have them working on such intriguing and meaningful projects this year!

**Sustainability** | It has been a pleasure working with the Sustainability Director, Katelin Boles, to continue sustainability efforts both on an internal and external level. This month, I had the opportunity to attend one of the sustainability team's meetings amongst the group of five - ASUS' largest sustainability team to date! This was an incredible brainstorming and planning session as the team works to update our Sustainability Action Plan from two years past, while also integrating a new element to it being the Office Sustainable Operations Policy to standardize how the ASUS Office and its internal operations can work to be more sustainable. In tandem, they have completed the first drafts of their event auditing forms and will be piloting this initiative in the next month.

Furthermore, we installed a battery recycling bin within the ASUS Office and completed inventory of the ASUS Decorations Closet, which has already proved to be a very useful initiative and overall, a huge success.

Looking forward to the upcoming month, the team is continuing to connect with different organizations in the Queen's community such as QBACC and the sustainability directors from other Faculty Societies to collaborate in the future.

**Wellness** | Similar to that of Sustainability, the Wellness team has been very busy the past month planning many exciting initiatives. In October, our Wellness Director, Megan Crosby, worked on social media posts for World Mental Health Day and has been working in collaboration with the Community Outreach Commission to update their Wellness Guide for this year.

I had the opportunity to meet all of the five Wellness Coordinators in-person this month as they plan for the upcoming Burnout Workshops. On November 21<sup>st</sup> and 23<sup>rd</sup>, we will be hosting burnout workshops to help students find strategies to prevent burnout and recover from it. We will be separating these workshops into two sections, one intended for all Queen's students, and the other for internal ASUS volunteers. The form to sign-up should be out by the time of Assembly – so I highly encourage you to register and attend!

Lastly, with the advertising for these workshops and with the implementation of a new Marketing Wellness Coordinator role, we are beginning to find ways to standardize the ASUS Wellness visual identity, making it distinct and unique through the creation of a new logo. Beyond visual identity, we also hope to use the Marketing and Communications Office's Market Research team to understand student's awareness of ASUS Wellness to bolster future engagement with our initiatives.

**Deputy Caucus** | Excitingly, this month proved fruitful in the realm of personal projects relating to the VPSA portfolio. Notably, I hosted ASUS' inaugural Deputy Caucus on November 1<sup>st</sup> which enabled deputies across all commissions and offices to meet one another, socialize, share their challenges, share their leadership styles, and identify ways to collaborate in the future. So far, feedback on this caucus has been wonderful and the deputies are excited for the two meetings occurring in the Winter Semester.

**Volunteer Appreciation** | A focus of mine this past month and into the month of November is volunteer appreciation. I will seek to provide a quick overview of what has been done and what is upcoming, though I would be remiss if I did not note that appreciating volunteers and employees does not begin or end with one of these initiatives. My portfolio specifically aims to increase societal cohesion and volunteer appreciation efforts have been an excellent vehicle to do just that. Throughout the past two months, I have been sending personalized messages to all Volunteers of the Month on behalf of the ASUS Executive to connect more with students that we otherwise may not have the opportunity to work with. Additionally, I have been working on fulfilling a personal goal of attending more committee events in a show of support to the volunteers who dedicate their time to hosting such successful initiatives. Further to this, I am planning the annual ASUS Holdiay with our Human Resources Officer and

working with the newly hired Director of Volunteer Appreciation to host a drop-in volunteer appreciation event in December. These two events are part of the larger ASUS Gives Back initiative which all commissions and offices will be taking part in later this month.

**ASUS' Birthday** | Lastly, we will be celebrating ASUS' 132<sup>nd</sup> birthday this month, a milestone that we will be working to highlight through our social media pages and with an ASUS birthday event – more details to come!

Thank you for reading my November report! If you have any questions, please do not hesitate to reach to at [ypsa@asus.queensu.ca](mailto:ypsa@asus.queensu.ca). I hope to connect with more of you this month!

Respectfully submitted,



Emma Farrell

Vice President (Society Affairs)

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

# VICE PRESIDENT OF OPERATIONS REPORT

Presented by **Aloka Wijesundara**, Vice President of Operations

Dear Members of Assembly,

I hope that you are doing well in this busy month of November and enjoying the tail end of the Fall season! The past month has been a busy and incredibly rewarding time at ASUS, especially as we recently celebrated the 6-month anniversary of our Council. It has been a joy getting to know and work with everyone on our team and I cannot wait to see what the next 6 months bring!

The Operations Executive portfolio has had a busy and productive past few weeks. First, the month of October saw the end of an extremely successful Fall jacket ordering period, with our Jackets team, led by Directors Phoebe and Vonara under Commissioner Kana's guidance, surpassing the projected sales target – a huge congratulations to their team! In tandem with the large uptake in Jacket sales, this year's team was also very successful in promoting financial aid options to students. We received an unprecedented number of applications for jacket financial assistance, over double what was received in Fall 2021. While we were unfortunately not able to grant all bursaries requested, each student whose applications received majority granting committee support was granted some amount of financial assistance, with a total of approximately \$25 000 being granted in aid. I want to thank the members of Advisory Board for undertaking this huge feat and assisting in deliberating through over 140 bursary applications through a confidential process. Jackets will be arriving in early January for pick-up from our manufacturer.

On the theme of financial assistance, fall applications for individual and group ASUS grants opened on November 4<sup>th</sup>, and all applications will be due by November 18<sup>th</sup> for Advisory Board Review. The following applications are now open:

- Professional Development Grant: Open to undergraduate students within ASUS seeking to pursue opportunities that pertain to professional development.
- Student Initiative Grant: The Student Initiative Grant shall be open to undergraduate students of ASUS seeking to positively affect their university experience or education.

- Committee Grant: open to groups or committees within ASUS that intend to benefit the Society and/ or its membership.
- DSC Grant: open to all DSCs within ASUS looking to fund a new project or initiative intended to benefit ASUS and/ or its respective DSC membership.
- Sibling Society Grant: open to undergraduate groups or clubs within CESA, COMPSA, or PHEKSA that intend to benefit the membership of their respective societies.

Successful applicants will be present at the next month's assembly to receive Assembly approval for their funding – I encourage you and your teams to please consider applying and making use of this resource, more information can be found on our website!

In terms of general operational updates, the Executive team had a wonderful time engaging with Alumni at the Homecoming Meet & Greet event. We gave away free merchandise and had a successful sale of jacket bars and crests to alumni who were keen on continuing the tradition of Arts and Science jackets! Additionally, I had the pleasure of having my first bi-weekly one-on-one with the VPOPS First Year Intern Michelle Zhao. Michelle is keen to learn about budgeting and other financial aspects of the Society, and will also be assisting me with my passion project of compiling financial aid resources on the ASUS website. I am excited learn more about Michelle and ensure that her time with ASUS if a fulfilling one!

I have also conducted a budget review in the past weeks since passing the yearly GOB formally in Assembly in September to ensure we are on track for semesterly expenditures and revenues. In order to streamline our budget, I have also changed the GOB formatting to represent all revenues in one place, so as to avoid double accounting for revenues as they appear both in the Revenues section and specific portfolio budgets within the GOB. This revised budget will be presented at today's Assembly for approval, and I hope that this new format will make the budgeting process clearer to future Vice Presidents of Operations and ensure accuracy.

In terms of specific portfolio updates, my team has been quite busy at work in the past few weeks! Sylvie from IT (also the Executive team's Volunteer of the Month of October!) introduced a new process for internal volunteers and employees with ASUS emails to have their profiles up to date with the most accurate information as teams transition year to year. She is also in the process of completing the migration of Orientation team emails from G-Suite to

Microsoft. In addition to that, we have recently hired two more accounting directors, thereby completing the ASUS financial team! Nate Malhis and Wadii Karfali will be joining us as our Accounting Director (Compensation) and Accounting Director (Budget)! We are in the transition process at the moment, and once that is complete, we will be issuing fall food credits by Mid-November. Additionally, the ASUS Store Manager Robel is currently conducting an overhaul of the online store to archive out-of-date products and update collections with recent additions.

Lastly, our partners at MNP recently conducted a review and completed compiling the Society's Financial Statement for 2021-22. The statements have been uploaded to the Budget section of our website in a continual effort to ensure financial transparency. I invite you to review them and contact me with any questions. We are currently also proceeding through a routine audit of our student fee with guidance from the AMS, and will be making those results available and implementing any recommendations by the AMS. I will keep you all updated with the results of this process!

As always, please always feel free to reach out to me with any questions, suggestions, and ideas! I wish you all the best with mid-terms and hope to see you very soon in December!

Yours Sincerely,

Aloka Wijesundara

A handwritten signature in black ink that reads "Aloka". The signature is stylized with a cursive font and a horizontal line underneath the name.

Vice President (Operations)

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

# ACADEMICS REPORT

Presented by **Alicia Parker**, Academics Commissioner

Dear Members of Assembly,

I hope you are doing well and enjoying Week 9. As always, it has been a busy month in the Academics Commission with so many incredible initiatives from the volunteers. We are officially at the halfway point of our terms.

## Department Student Councils

Becca and the entire DSC team has been doing a phenomenal job, and we have a number of exciting updates!

After a last round of hiring, every DSC now has a President or Co-President. We are incredibly excited to welcome Isabella Mirretta-Barone, Rory Stinson, Marco Leung, Dylan Kaufman, Grace Lumley, Sabrina Zhao, Spencer Kong, Jiayi Zhou, and Amelia MacKenzie to the DSC team!

Yesterday, the DSC Presidents had the opportunity to speak with Associate Deans Jenn Stephenson and James Fraser about important topics surrounding the student academic experience. On November 22, we will be hosting UGxDSC for student leaders and Faculty from each department to develop their partnerships and engage in important discussions. All students in the Faculty of Arts and Science are welcome to attend and can reach out to me for event details.

Last month, the DSCs hosted so many incredible events. From back-to-school socials to Halloween candy sales, they have done an incredible job creating community for their peers. Be sure to check out which events your DSC is hosting on the DSC Calendar [here](#)!

## Journals

Politicus has closed submissions for their Special Issue and their Editorial Board have already begun deliberating on the many excellent pieces contributed. Madelyn and Caitlyn have provided excellent leadership and were our volunteers of the month for October—well done team!

QJERS hosted an incredibly successful Samosa event this past month, selling out in under 2 hours! They have also been working hard to finish hiring and are excited to open submissions soon. UR and QSURJ have also had a busy few



weeks of hiring and preparing for submissions. Both journals will be open for contribution shortly.

More exciting news with the journals is that the 2022 volumes from QJERS and QSURJ are being published shortly! If you contributed, please feel free to reach out to me for more details.

### **Supports & Services**

ASUS Review is only a month away from hosting their review sessions and has been working hard to make the transition back to in-person a reality. We are excited to see what this team will accomplish. Several positions are still being hired for their team, so if you have an interest in helping your peers study for examinations make sure to apply!

ASUS Peer Tutoring is currently hiring a director. We appreciate everyone's patience as we operate at a limited capacity. That being said, we already have over 300 tutees on the platform this year.

ASUS Appeals Resource Centre volunteers have been in training for several weeks now and will be soon taking on cases. The co-chairs have also been working hard to update the website, develop new resources for students, and consider how the service can better fit the needs of students seeking appeal support.

### **Commissioner Projects**

Recently, myself and President Yara have been attending a number of forums and discussions regarding the future of the Fine Arts program. Due to concerns raised in the last Cyclical Program Review, an admission pause is being considered for the program. I can only imagine what a stressful time this must be for students in ARTF, and we are always a support if you have questions or concerns.

DSC Deputy, Becca, and I are also making progress with the Majors Night Committee as we plan for the annual event next semester. This is an opportunity for first-year students to learn more about the programs and departments at Queen's, and we are excited to see this event return to in-person.

Additionally, I continue to sit on Curriculum Committee, Board of Studies, and biweekly meetings with Student Services and the Associate Deans.

Respectfully submitted,

Alicia Parker

Academics Commissioner

# COMMUNITY OUTREACH REPORT

Presented by **Elisabeth McHarg**, Community Outreach Commissioner

NO REPORT SUBMITTED.

# EQUITY REPORT

Presented by **Layla Haddad**, Equity Commissioner

Hello Members of Assembly!

It is now Week 7, and the winter break is coming quicker than anticipated! The Equity Commission has a few updates for you all in terms of hiring, initiatives and just getting organized in general.

## Hiring

Hiring has been going extremely well in the last month for the Equity Commission. All Co-Chairs have been hired, onboarded to their roles and responsibilities and have begun/completed hiring of their own committees. The Equity Intern, Preity Sunder, has been hired and is eager to begin her work in the Commission and the Deputy of Committees, Megan Zalzal, has also been hired and is surpassing any and all expectations I had for this position. She received the Volunteer of the Month Award for October and continues to impress on the daily. In terms of committee hiring, Queer Space has completed hiring and has onboarded all members to the Commission's platform. Queen's Equity Conference has completed interviews and is going through the process of reaching out to both successful and unsuccessful applicants. All other committees are currently undergoing the interviewing and reviewing applicant process.

## Initiatives

The first and successful event hosted by the Commission is by the Queer Space Committee with their collaboration with the AMS's Queers 4 Peers team in a pumpkin carving event. The ASUS Equity and Accessibility Grants have also been opened and have been utilized by students and clubs across the Sibling Societies. The first round of successful recipient emails has been sent out, which is very exciting! Equity Week planning is well underway by the Deputy of Special Projects, Jolin, and me. The theme has been solidified (it's a surprise) and we are very excited to begin marketing for this very special week. The dates have been changed to November 21-25 in order to accommodate Community Outreach Week which is the week prior. There will also be an event that will be catered to BIPoC, 2SLGBTQ+ and neurodivergent students during Equity Week called "Show Me Off - Equity Style". This event will provide an opportunity and a platform for these students to sell their artwork. This artwork includes but is not

limited to paintings, crochet designs, graphic designs and more and all proceeds would remain with the artists.

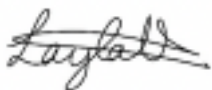
The Equity Commission has been working with the Marketing Office in updating the ASUS Website. An Equity specific page has been created with features the Equity & Accessibility Grants, a page on Indigeneity, a page for International Students, and an updated page for the Equity Library book sign outs. Marketing Deputy Geri has been great and is supporting us in this exciting project! I have also been lucky enough to collaborate with EngSoc VPSA Ali Bekheet on hosting a safe study space for marginalized students 3 days a week in the Kingston Hall Reflection Room.

### Collaborations

In terms of other collaborations, I have worked with Kandice from Four Directions Indigenous Student Centre to chat about the possibility of receiving their support for one of the safe study space days. We will be hosting an Indigenous student only day weekly on Tuesdays and Kandice has expressed interest in collaborating on this. Additionally, the Social Issues Commissioner, Chloë Umengan, and I have worked in collaboration to host the very first Equity Caucus of the semester. It was incredibly successful with the attendance of ASUS, CESA, HSS, PHEKSA, COMPSA and the AMS. We all discussed potential future collaborations and support for each other and are all looking forward to the next caucus. The final collaboration to mention is the potential for a new newsletter between the Equity and Academics Commission titled EQUIDEMICS (title is still in the works)!

Thank you for taking the time to read this lengthy report and I am excited to see you all at the next assembly!

Warmly,



Layla Haddad (she/her/hers)

Equity Commissioner 2022-2023

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

Arts and Science Undergraduate Society | ASUS

# GOVERNANCE REPORT

Presented by **Caitlin Sankaran-Wee**, Governance Officer

Dear Assembly,

Happy Week 9! It is a pleasure to meet with you again.

## Assembly

The Governance Office is thrilled to welcome two new individuals to Assembly: Leo Yang (Two-Year Senator) and Anisha Chaudhary (Social Sciences ACS Rep).

## Elections

Our elections team is hosting a mixer for students who would like to learn more about running in the upcoming Winter election. There will be a presentation and an opportunity to connect with other prospective candidates. YEA will also be sharing their insights and perspectives from their campaign experience. All ArtSci students are invited and we hope to see you there.

## Archives

We are working with MarComms to share the work of our Chief Archivist, Kerik Clarke, through a video format.

As always, feel free to reach out with any questions, comments or suggestions.

Yours in governance,



Caitlin Sankaran-Wee (She/Her/Hers)

Governance Officer

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

# MARKETING & COMMUNICATIONS REPORT

Presented by **Monica Szalajko**, Marketing & Communications Officer

Hello Assembly,

Hope everyone is having a great week and hope everyone was able to have a nice restful reading week. The marcomms team has been working so hard despite the very busy time of the year!

## Photography

The photo team, specifically the photography manager Leo, and deputy of creative Matthew have been working very hard towards getting headshots done for all offices and commissions in ASUS. This will be great for one's own personal gain but also in adding to the directory so we're able to have faces making it easier for ArtSci students to identify all the faces of ASUS.

## Market research

Our two market research chairs, Makaila and Sanae, did a terrific job creating our very first ASUS questionnaire. The results of this will aid not only the marketing office but ASUS as a whole as we touched on many different things in the one questionnaire. Students were incentivized to do it by having the chance to win one of two \$25 dollar gift cards to a place of their choice.

## Social Media

Our social media chair has been coming up with so many ideas for our socials page that were really excited to continue to utilize in the upcoming months

## Website

Our web director Alexander and our deputy of communications Geri have been doing a great job updating the website. Many officers and commissioners have been reaching out to them to make changes and add pages to the website. For example the introduction of the Equity page on the website. They will continue to make adjustments to ensure that all the most up to date and relevant information is on there.

Graphics

Our graphics manager Lucy has been doing a fantastic job keeping up to date with all the graphics requests. Her and her team have been doing an incredible and well organized job

In more general updates we have also released three pieces for our first launch of arts and science merch, this includes a bucket hat, tote bag, and shirt. We did some selling in front of the house and were so pleased with all the positive feedback. We are also looking to make another order for a new birthday collection of merch so please keep your eyes out for that!

Thank you all for taking the time to read through this report. I am thrilled to continue to work with every member of this incredible office and witness all we were able to accomplish! If you have any questions, comments, or ideas for the Marketing and Communications Office please reach out at [marketing@asus.queensu.ca](mailto:marketing@asus.queensu.ca)!

Best,

Monica Szalajko (she/her/hers)



Marketing and Communications Officer

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



# SERVICES REPORT

Presented by **Kana Ogawa**, Services Commissioner

NO REPORT SUBMITTED.

# ADVISORY BOARD REPORT

Presented by **Jacob Johnston**, Chair of Advisory Board

NO REPORT SUBMITTED.

## **YEAR REPRESENTATIVES REPORTS**

### **2023 YEAR REPRESENTATIVES**

Position Vacant

### **2024 YEAR REPRESENTATIVES**

Position Vacant

# 2025 YEAR REPRESENTATIVES

Presented by **Franki-Lynne Mauro & Alice Brisbin**

Good Evening All,

Hopefully midterms went smoothly for you all and there is some relief that they have (hopefully) concluded. Alice and I have a few updates for you all this evening. Our Instagram questionnaire was successful and we got about 30 responses from ArtSci '25 students regarding various topics. With this information, Alice and I have reached out to particular individuals to gather more information about their responses in order to effectively work towards a plan of action.

In terms of our booth in the ARC, we are discussing dates/times that would work for us as well as most likely being the busiest with the most student traffic. We have decided that our booth will have information sheets with information regarding ASUS Assembly and our position in particular. A suggestions box will also be on the table and every submission in the box will act as a ballot to win a gift card at a student-run business on campus. Hopefully, in our next report, we can discuss the success of the booth!

As always, thank you for reading our report! We look forward to seeing everyone at Assembly.

Best,

Franki-Lynne Mauro

Alice Brisbin

Class of '25 Representatives

# 2026 YEAR REPRESENTATIVES

Position Vacant



# CONCURRENT EDUCATION STUDENT ASSOCIATION (CESA) REPORT

Presented by **Hanna Slowikowska**, Vice-President Internal

NO REPORT SUBMITTED.



# COMPUTING STUDENTS' ASSOCIATION (COMPSA) REPORT

Position Vacant



**PHYSICAL AND HEALTH EDUCATION  
AND KINESIOLOGY  
STUDENTS ASSOCIATION (PHEKSA)  
REPORT**

Presented by **Natalie Pryor**, Vice President of Operations

NO REPORT SUBMITTED.



# BUSINESS OF ACADEMIC REPRESENTATIVES

## SOCIAL SCIENCES REPORT

Presented by **Anisha Chaudhary**, Social Sciences Academic Representative

My name is Anisha Chaudhary, and I am currently in my fourth year studying environmental science and economics. I am an environmental science DSC co-president, and I am super excited to see the governance side of ASUS in my roll as Social Science ACS Rep!

# NATURAL & PHYSICAL SCIENCES REPORT

Presented by **Colleen Tordoff**, Natural and Physical Sciences  
Academic Representative

Dear Members of Assembly,

I hope midterm season has been going well for everyone and that you have been making sure to take some time for yourselves in the process.

I am currently in the process of reaching out to all of the different co-presidents within the Natural and Physical Science cluster to get to know everyone and how things are going for them. Once I have successfully contacted all of the DSCs and built a foundation with everyone then we will begin to look into our Cluster event which is set to take place early next semester. Since there is a element of networking required for this cluster event I hope to start this planning process early on to give all of the DSCs enough time to be able to reach out to speakers they would like to attend the event and sort out the logistics and the final budget of the event so that everything runs smoothly.

As we are set to have our first academics curriculum meeting Friday November 4th this would be another opportunity for deeper discussions between myself and the DSCs within this cluster to make the changes that students in these programs want to see.

Sincerely,

Colleen Tordoff  
Natural and Physical Science Academics Representative

## HUMANITIES REPORT

Presented by **Dillon Chicoski**, Humanities Academic Representative

Dear Members of the Assembly,

I hope the past few weeks of school have gone without incident for everyone.

We have planned out and submitted all relevant sanctioning forms for the Inter-Humanities Colloquium. The DSCs which were added to the Humanities before Reading Week were contacted and several of them have responded and become involved.

There is nothing else to report.

Sincerely,

Dillon A. J. Chicoski  
Humanities Academics Representative

## ARTS & LANGUAGES REPORT

Position Vacant

# INTERNATIONAL REPRESENTATIVE REPORT

Yuxuan Zhao

Good evening Assembly,

I hope everyone is doing well in this busy time of the year. Kingston is getting colder and colder, take good care of yourself and stay safe!

Over the past few weeks, I've been working on the Queen's University Encyclopedia (I briefly introduced it during our last meeting). Despite the fact that the school websites provided answers to questions concerning academics and campus life, students still require assistance in other areas. The frequently asked questions came from group chats on social media, Facebook public groups, and private messages sent to me. I'm still gathering inquiries and working on my responses at the moment. Many questions require long answers and should be answered from multiple perspectives. **To give the Assembly a better sense of what I've been working on, I uploaded another Google Document to the shared drive that featured some of the questions I've collected.** Many of them will be answered on my Instagram page, vote\_yuxuan.

I saw a pattern in the questions that told me many international students are not particularly familiar with the Canadian healthcare system. Many are unclear about how to use their insurance coverage and are confused about what it covers. A few days ago, I wrote a detailed Instagram post about how to use the AMS dental care and what to do when visiting dental clinics. This is a useful guide for both international students and domestic students, the post was available on my Instagram account.

Another common problem is missing important academic deadlines. Some people are unaware of the financial and academic penalties that can occur when they drop a course. I wrote another post on my Instagram page outlining what would happen if one dropped a course before and after the November 1st deadline. Check them out if you're interested!

Thank you for reading.

**Thursday, November 10<sup>th</sup>, 2022**

**MAC-CORRY E-202**

Sincerely,  
Yuxuan Zhao  
International Representative



**BUSINESS OF THE ALMA MATER SOCIETY**

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

Position Vacant

**ASUS REPRESENTATIVE TO THE AMS**

Position Vacant



## **BUSINESS OF THE SENATE**

Presented by **Femi Abiola, Robert Hughes and Leo Yang**

No REPORT SUBMITTED.

## APPENDICES

### APPENDIX A

#### ASUS Governance 2023 Winter Election Timeline

The 2023 Winter Election Timeline may be viewed [here](#).



# APPENDIX B

## Revised 2022-23 General Operation Budget

The revised 2022-23 General Operation Budget may be viewed [here](#).

# APPENDIX C

## ASUS Assembly Policy Manual Changes

### Assembly Policy

~~AMS Assembly strives to have one Assembly member per 500 students under the AMS. With approximately 10,000 ArtSci students, ASUS is to be represented at AMS Assembly by 20 representatives. Sibling societies and DSC presidents may be included in the ASUS Rep. count to total 20 student~~

#### 1.05.02

ASUS representatives are to only count as members of the Society that provides them plurality representation for them. It is the responsibility of the ASUS President and the Governance Officer to approve the number of representatives subject to run in the fall elections.

- i) The number of representatives is based on student enrollment from the University Registrar's office.
- ii) The AMS Assembly Policy Section 1.02 is to be referenced for the calculated number of of representatives to be elected annually