



Agenda

Meeting of the Concurrent Education Students' Association Council

Sunday, September 11th, 2016

6:00 PM, Dunning 12

1. **Motion #1** - Adoption of the Agenda of the meeting of September 11th, 2016
Moved by: Jena Bowden
Seconded by: Jacob Gardhouse
2. **Motion #2** - Approval of the Minutes of the meeting of April 1st, 2016
Moved by: Jena Bowden
Seconded by: Jacob Gardhouse
3. **Motion#3**: CESA council ratify the appointment of Jena Bowden as the Executive Administrator of CESA for 2016-17
Moved By: Jacob Gardhouse
Seconded by: Sherri Patterson
4. **Speaker's Business**
5. **President's Report**
6. **Vice Presidents' Reports**
 - a. Vice President (Internal)
 - b. Vice President (External)
7. **Executive Administrator's Report**
8. **Events Director's Report**
9. **Marketing and Design Director's Report**
10. **Treasurer's Report**
11. **Academic Affairs Commissioner's Report**
12. **Equity Affairs Commissioner's Report**
13. **Senator's Report**
14. **AMS Representative's Report**
15. **Year Representatives' Reports**
 - a. First Year Representatives
 - b. Second Year Representatives
 - c. Third Year Representatives



- d. Fourth Year Representatives

16. CESA Clubs Director's Report

17. QCE Chair's Report

18. Head Teach's Report

19. Statements by Members

- a. Joyce Chiang – Budget Presentation
- b. John Carney – IT Admin
- c. Danyi Wu – Resignation

20. Question Period

21. New Business

a. **Motion #4- No More Overtime (A)**

Moved by: Carma Steenkamp

Seconded by: Jacob Gardhouse

That CESA council amend articles 3.03 of the Job Description Policy Manual as outlined in Appendix: No More Overtime (A)

b. **Motion #5 – No More Overtime (B)**

Moved by: Carma Steenkamp

Seconded by: Jacob Gardhouse

That CESA council amend article 3.04 of the Job Description Policy Manual as outlined in Appendix: No More Overtime (B)

c. **Motion #6 – No More Overtime (C)**

Moved by: Carma Steenkamp

Seconded by: Jacob Gardhouse

That CESA council amend article 3.05 of the Job Description Policy Manual as outlined in Appendix: No More Overtime (C)

d. **Motion #7 – No More Overtime (D)**

Moved by: Carma Steenkamp

Seconded by: Jacob Gardhouse

That CESA council amend article 3.06 of the Job Description Policy Manual as outlined in Appendix: No More Overtime (D)

22. Discussion Period

- a. Summer – GPS
- b. CESA Clothing - GPS

23. Speaker's Last Word

24. Adjournment



President's Report

Jacob Gardhouse

Hi All,

Summer Progress

Welcome to the first meeting back! It's so exciting to be back in Kingston and I'm really looking forward to working with everyone in my umbrella this year. Sherri, Carma and I believe in this team and we can't wait to see what we can accomplish together. I've had some meetings with my umbrella over the summer, and I'm really pleased to see the work everyone has put into their roles so far!

Faculty of Education Update

Dean of Undergraduate Studies Peter Chin is on sabbatical and Don Klinger will be in his place until then. We met at the Welcome Forum and he is extremely passionate about students and their experience with the Faculty of Education.

Orientation Week

(Will go over this during the meeting, but so far the week has been very successful!)

AMS

I'm looking forward to upcoming Presidents Caucus meetings and AMS Assembly with Tiffany. I had meeting throughout the summer with Tyler, the AMS President and I'm looking forward to representing Con-Ed. As always, if you have any questions, concerns or suggestions, let me know!!

Con-Ed Love,
Jacob



Vice President (Internal)'s Report

Carma Steenkamp

Hey everyone!

I hope everyone had a wonderful summer! Things have been busy and I look forward to being back and working with everyone again! Please don't hesitate to reach out and talk to me about anything, be it CESA related or not.

[Year Reps]

Alex and Chlöe have been working hard all summer and have been doing a fantastic job with the Buddy Picnic and making pairings between first years and uppers years. The event is next Saturday September 17. The Third and Fourth Year Reps are having their welcome BBQ and have lots of ideas for events in the future. I will let them elaborate more in their own reports.

[Athletic Coordinators]

Intramural signups are coming up and are happening at the Open House on Tuesday, 5-8. The same sports will be offered as in past years. Please direct any questions to the Athletic Coordinators regarding intramurals.

[Marketing and Design Umbrella]

Oshaen has been busy with her umbrella this summer and will give you updates on that in her report.

[Con-Ed Camp: African Safari]

Camp Registration is open until Tuesday at 4:30PM. Don't forget to register and to spread the word to other people looking to get involved! Camp is always a lot of fun and full of Con-Ed Traditions! Camp is September 24-25. Forms were sent to your queens email, and hopefully on the CESA website (there have been some technical issues on that).

[ASUS]

The first ASUS Assembly is the Thursday of the first week of classes. Anyone is welcome. We also had the ASUS/CESA joint Orientation Week Event on Friday to help increase awareness that Con-Ed students are part of ASUS as well as CESA.

Have a wonderful first week!

Carma Steenkamp
Vice President Internal



Vice President (External)'s Report

Sherri Patterson

HEY EVERYONE!

I am so excited for us all to be together again! It's been a long summer and I was counting down the days until I could see your beautiful faces again. Here's an update on life as VP External:

TEAC

I attended the Teacher Education Advisory Committee (TEAC) meeting on May 5th before leaving Kingston. The meeting was wonderful - everyone in the Faculty of Education is so kind. I got to meet Don Klinger (he's super cool) and we discussed a variety of different topics. The faculty is unfortunately closing the Teacher Resource Center in Duncan MacArthur because there was not much use. One of the other big discussion topics was surrounding a partnership with OCAD to help get a visual arts degree. Finally, one thing I found super interesting is that Canada is in desperate need of Tech Ed teachers and Queen's only has 14 people currently in their program.

FACULTY BOARD

I was not at the meetings this summer as I was living at home. I received the minutes from the July meeting and nothing of note happened at the meeting. The August meeting has not had it's minutes released but I will update when I find out more.

EXTERNAL UMBRELLA

Everyone has been working so hard this summer and has accomplished so much. You will hear more from the Umbrella Heads when we get to their reports, but I'm so happy and impressed with all the work that was done this summer. Emilie, Seane and Erin have done such a wonderful job communicating the needs, wants, and questions of themselves and/or their Umbrella and I really appreciate their dedication. External Umbrella ROCKS.

If you ever want to chat/drink coffee or tea/hang at CoGro/hang in general/hug/anything, I'D LOVE TO SPEND TIME WITH YOU! This year on Council is yours and I want to help make it special in whatever way possible.

XO Sherri



Executive Administrator's Report

Jena Bowden

Hi everyone!

I hope everyone had a fantastic summer and you are all ready for school tomorrow!! It's so exciting that the 2016-17 school year is underway!

I'm so excited to have taken on the Executive Administrator role this year! As many of you know I came into this role in an unconventional way half way through this summer. I have been working really hard to catch myself up on what I missed and to get myself acquainted with the role and my responsibilities. So please bear with me for the first little while as I get to know all of you and my role on council.

My Role

As Executive Administrator my most important job on CESA council is to act as a confidential, unbiased resource for you. If you are ever feeling uncomfortable in your position, with proceedings, or with procedures, please be in touch with me as soon as possible. This could include things like difficulties working with your partners, lack of communication from your umbrella head, exclusivity, discomfort with decisions that have been made, etc. However, this job as a confidential resource also extends far beyond council to anyone on in Con-Ed.

I am always available by email, and if you ever want to set up a meeting together I am more than happy to do that. Anything that we talk about will be confidential, unless you specifically tell me otherwise. So please know that whatever we discuss will kept between you and I.

The Office

I would appreciate any feedback that you have on office training. If there was anything that you would like to see changed or anything that you thought was helpful, please let me know. For those of you that were absent from the training, you may not hold your office hour until you have completed a make-up training session. I will be in contact with you about scheduling that and in the mean time I will make sure your office hour is covered for the week.

Over the next few weeks as you add and drop classes and we hire and elect more people I expect that the Office Hour schedule will have to be changed again. Please let me know as soon as possible if a conflict arises in the schedule for you. If I don't hear from you, I assume you will be showing up at your assigned office hour.



Recruitment Night

Sean and I have been working really hard to organize and plan for Recruitment Night. We had an issue with room bookings for the event, so we have had to change the date that we had originally planned for our Recruitment Night. Our **Recruitment Night** is now **on Tuesday September 13th in Dunning 12 at 8:00PM**. Sean will be doing a presentation on elections info and I will be making one on hiring info. The presentations will be made available online after the meeting so that those that can't attend can still have the information.

As the CEO, Sean will be in charge of elections for the First Year Representatives and the First Year Representative to the AMS positions. Since Sean doesn't have a Council report I added the timeline he has created here for reference. Please direct any questions that you have about hiring to Sean.

Nomination Period: September 13th – September 20th

Nominations are due: September 20th at 4:30 in the Con Ed office

Campaign Period: September 22nd at 12:01am – October 3rd at 11:59pm

Candidates Forum: September 27th at 7:00pm

Voting days: October 3rd and 4th

Sherri, Carma, and Jacob and I need to discuss hiring dates and periods. It will happen after the elections period so that unsuccessful applicants can have an opportunity to still apply for hired positions. I will inform you of the dates for hiring at the next meeting, but they will likely be sent out in an email before then.

Thanks so much! Have a great week 1!

Jena



Events Director's Report

Emilie Watson

Hi Everyone!

It's so nice to see everyone back in Kingston and I'm so excited for the great year ahead of us!

For me, my primary focus this summer was the Sidewalk Sale. This happened on Friday September 9th and I'll address this in further detail in person as an addition to my report.

Community Affairs

The date for the Pancake Breakfast will be Saturday October 1st (yay!) and the tentative date for the Community Dinner is Saturday November 12th, which will hopefully be confirmed in the next few weeks. At this event, there's going to be a container drive where we will be collecting containers to use for the Community Dinner later in the semester (to send food home with attendees).

We're also looking at starting an initiative with Martha's Table to get Con-Ed students volunteering there. As part of this, Lindsey is currently looking at having a speaker from Martha's Table come and give CommComm a small presentation before the Community Dinner to give them an idea of what they're helping to do and the goals we have for volunteering in our community.

There have also been a lot of other ideas that we hope to incorporate into our year, including mental health related events, partnering with other resources on campus, and getting involved in the LGBTQ+ awareness week.

Workshop Coordinators

The Workshop Coordinators have already started planning the workshops for this year and are planning to keep a similar format as last year (fall semester week of evening workshops, winter semester weekend of workshops).

October 17-21 will be the dates for the fall workshops... mark your calendars! Jessee and Anjini have already confirmed some speakers and we're really excited to hear what they have to say!



Alumni Homecoming Director

Wow this event is fast approaching and I'm so excited to see it take shape in a few short weeks! Ishta's been working tirelessly this summer and she's planned three incredible events for our students and alumni:

Wine and Cheese: this event will happen on west campus in the Mezzanine after the guest speaker on the Friday night of Homecoming weekend. Tickets will be \$5 for minors and/or non-drinkers and \$10 for people who will be drinking.

Breakfast in B.Ed: this event will also happen in the Mezzanine on west campus on the Saturday morning. It will be catered by the Rustic Spud (a local restaurant) and will be \$10 for attendees.

Silvering: this event will take place directly after the breakfast and just before the football game. Attendees will already be on west campus, so it will be an easy transition from breakfast (or wherever else people are coming from) to silver their faces and head over to the game.

Social Affairs

Maddy and Olivia are working on bringing some fresh ideas to our socials and really appealing to the whole Con-Ed community, and I'm so excited to see them come to life! The first date they're thinking of is going to be on Wednesday September 14th and it will be a Trivia Night social with cross year mingling!

If anyone has any questions or would like anymore details about anything I've mentioned, please don't hesitate to let me know! We're really excited to get the ball rolling on all these events and can't wait to see you all enjoying them!

That's all for me!

Emilie



Marketing and Design Director's Report

Oshaen-Lynn Swartz

Hi Con-Ed!

It's nice to be back in town and active in the CESA community once again. I'm excited to be this year's Marketing and Design Director, because it's a position for which I know I'll be constantly learning. What more could a Con-Ed ask for???

I was transitioned over the summer by the past Marketing and Design Director, Will, and have been keeping in contact with everyone under my umbrella head as well as Carma. I'm going to be keeping close contact with everyone under my umbrella this year and arrange regular meeting times throughout the year.

I've been receiving a lot of marketing request forms lately. Now that the craziness of O-Week is over, I'll be focusing on making infographics/events to share on social media. Infographics for events and opportunities will typically be released about a week prior to the actual event. To maximize our online presence, I encourage you all to share information as frequently as possible with your Facebook friends and by word of mouth! If you need an event promoted, please complete a marketing request form with *as much detail as possible*.

Here's the link to the request form (which can be found in our council Facebook group):

<https://docs.google.com/forms/d/e/1FAIpQLScqLndj496fZaZVP5NJgJPZiGIH6f5ZTDIsJRf0B2h4FBtVtw/viiewform#response=ACYDBNjOBDPmfINFvEbEsGahSuzHI2-c6nIW0do6-XYDqDYRhQazJ5LdlHebTA>

IT Admin

John has been working throughout the summer to ensure our IT affairs are updated and in order. There had been some problems with email names this summer, which have been corrected. We've recently been facing issues with people accessing their email accounts. If you're still having trouble accessing your CESA account, please contact John ASAP so we can resolve any outstanding issues. Updates have been made to the website this summer, and updates will continue to be made as new events and information arrive.

If anyone has any IT related problems this year, please reach out to John. He'll be happy to help you!



B.Ed Spread

Connie and Janzen have been working on establishing the 2016-2016 B.Ed Spread. The first edition of B.Ed Spread will be released within the last few days of September, or the first few days of October. Keep your eyes peeled, because it's going to be sweet!

Reminder that each CESA member is responsible for writing and submitting a minimum of one article by the end of the year! Details about when you'll be writing your article to follow.

Merchandise

Items were being sold at the Sidewalk Sale on Friday. This year, we're going to try really hard to sell the remaining merch we have in the office, including yearbooks. Please tell your friends about all the cool Con-Ed swag they can purchase and make purchases yourselves!

Other than regular merch, nothing is being sold right now. But because of high demand, we do intend on bringing back the Con-Ed gloves this fall/winter!

Photography

Jeremy has been taking photos at Con-Ed events during O-Week since Celine is involved in Frosh Week events. Thanks Jeremy!

Keep on the look out for lots of great photos this year, which you'll be able to find on our Facebook page and Instagram.

That's it that's all (for now),

Oshaen



Treasurer's Report

Joyce Chiang

Hello Council and Extended Council!

I am incredibly excited to be working with all you tall, smart, and good looking people! I hope that many of you have had an exciting and fun (but tiring) Frosh week and wonderful summers.

Credit Card

Over the summer I received the credit card and have all of the information necessary for its use. If you need the credit card for any reason, please don't hesitate to shoot me a message.

Reimbursement

Throughout the year, members of council and other Con-Eddies (such as committee members and general volunteers) will likely be purchasing things for a variety of different reasons. The steps to be reimbursed for these purchases is simple.

1. Fill out the reimbursement form that can be found [here](#).
2. Deposit any receipts with your name into the Treasurer mailbox in the Con-Ed office.
3. Wait for an email to let you know reimbursement is available.
4. If you don't receive an email within 2 weeks, send me an email.
5. Pick up your reimbursement cheque from the Con-Ed office (located in the Treasurer mailbox in an envelope labeled "reimbursements").
6. Cash in your cheque as soon as possible.

This form will also be available on the CESA website as well as on the CESA council and extended council Facebook page.

Bursaries

A general reminder that bursaries can only be handed out by Equity Affairs and the Treasurer due to confidentiality issues. Please don't touch the bursaries envelope and try not to mistake it for the reimbursement envelope.

Budget

The budget has been finalized. There have not been any changes made to the budget since our first meeting in April. If you find you have questions about anything, please let me know.

Stay rad,

Joyce



Academic Affairs Commissioner's Report

Katey Day

Hi everyone!

I hope you all had an fantastic summer and are enjoying being back in Kingston. The highlights of my summer included my practicum with an amazing group of 21 grade twos, taking my group of 10 girls to their first gymnastics competition ever, and spending 8 weeks at nature camp with lots of awesome campers! Needless to say, if you are looking for funny kid stories, please ask...I have many! I am excited to be back am thoroughly looking forward to getting started on many academic related initiatives with Con-Ed this year!

ACADEMIC SURVEY

I have received the complete results of the Academic Survey created by the previous Academic Affairs Commissioner, Kate McNally along with CESA President David Wiecigroch. The results are very interesting and are filled with valuable information about students' academic experiences within our faculty. I look forward to going over these results in greater detail and writing a formal report filled with quantitative and qualitative statistics. The Faculty of Education is very supportive of this project and I am looking forward to meeting with them to look over the report. I will keep you all updated on this project and will share the results with you once they are analyzed.

CON-ED STUDY CLUB

I am working with Erin Silverberg to put together a "Con-Ed Study Club" for the year. This is an idea we both had back in the spring and are excited to see it come to fruition. We plan to select one evening where students can come out, do homework, munch on some snacks and enjoy the company of fellow Con-Eddies. Erin and I will provide your more information closer to the start-up date.

ACADEMICS & ORIENTATION WEEK

Lastly, I am very fortunate to have had the opportunity to speak to the Class of 2020 at Academics on West as well as the CESA Pizza Lunch during Orientation Week! I really hope to make the position of Academic Affairs Commissioner widely known as an academic resource in Con-Ed, so this is a great starting point! 😊

Concurrent Education Students' Association

Queen's University, Kingston



That's all for now! I am so happy to see you all again and wish you all the best in your first week of classes!

All the Con-Ed Love,

Katey Day

Academic Affairs Commissioner



Equity Affairs Commissioner's Report

Kerri Lee

Welcome back, everyone!

Bursaries

We had our first round of Bursaries at the end of August for Con-Ed Camp and we received a very large number of applicants. Although we were unable to exactly match every single request, we did our best given our budget (\$800). Cheques for bursary recipients will be available in the Con-Ed office (I will notify recipients specific hours to get their cheque from me in the office).

Anti-Oppression Training

We will be organizing Anti-Oppression training sessions through correspondence with the Social Issues Commissioner of the AMS. We will most likely be running this training during the CESA council retreat.

Positive Space Training and Positive Space Sticker

The Positive Space sticker represents a space where individuals are available to reach out to others for support, kindness, and resources. We have proudly displayed the Positive Space sticker on the Con-Ed office door over the past few years. In order to display the sticker in the Con-Ed office, it needs to be voted on unanimously by all council members. Positive Space training will be held in October and voting will take place later this fall, online (anonymously).

Afsheen and I will provide more information over the next few weeks and we will be offering additional office hours. We encourage and welcome you to contact us with any questions or concerns you may have.

Let's Talk Tuesday

Let's Talk Tuesday will be starting back up again next week! Stay tuned for some new posts on the CESA Facebook page.

Have a great first week back at school!

Kerri Lee



Senator's Report

Scott Kell

Welcome back Everyone!!

Senate shenanigans begin again soon with the first meeting on the 27th (my bday!!).

Student Caucus is meeting the weekend prior, and I am currently discussing with Brandon Jamieson on the plan for the meeting.

I am currently looking for Senate committees to join, so if you have a particular focus let me know and I will go for it.

Thanks for reading,

Scott Kell

Senator



AMS Representative's Report

Tiffany Wong

Dear CESA Council,

I hope you all had a relaxing and wonderful summer!

Assembly members had the opportunity to apply for standing committees in May to help make recommendations to Assembly on matters pertaining to different aspects of student life. Standing Committees include Commission Advisory Boards, the Student Life Centre Council, and the AMS Staff Award Committee to name a few.

There was an AMS 175th Volunteering Initiative Event on August 30th to celebrate the completion of the John Deutsch University Centre. In 2015, the AMS solicited input from a wide range of students on the improvements they wanted to see to the JDUC. This revitalization project was completed in early August and has been student driven from start to finish. A walkway connecting Wallace Hall to the Ceilidh has been constructed in order to accommodate more students. Another notable feature is the oculus and skylight opening the space to natural light!

Best,

Tiffany Wong

Concurrent Education Students' Association

Queen's University, Kingston



First Year Representatives' Report



Second Year Representatives' Report

Chloë Demizio & Alexandra da Silva



Third Year Representatives' Report

Sebastian Faudemer & Matt Rowland

So far we have teamed up with the 4th year reps for our first year event which is the welcome back BBQ happening on Saturday September the 17th. We have also talked with Cam about the con-ed clothing, we have gotten some ideas down on the table and are working out the details of when to begin sales as well as the delivery aspect. We have talked about wanting to make sure people have their orders before they go back for winter break. Other than that we are still planning the rest of the year events for the first semester and look forward to putting them into action.

Sincerely,

Sebastian Faudemer and Matthew Rowland
Third Year Representatives



Fourth Year Representatives' Report

Gillian McMurry & Erica Pasternak

Hello everybody!

We both hope that you all had a fabulous summer and that you're super ready to get back for another great year.

Late this July, we prepared a survey and sent it out to all of Con-Ed '17. This survey consisted of 10 potential year events and had the purpose of finding out what types of activities people were interested in seeing happen this year. We've received the results and are planning future events accordingly.

In Early August, we had our summer check-in meeting with our umbrella head, Carma, and we began to plan the first year event of the year in collaboration with the 3rd year reps, Matt and Seb.

This week we have sent out information about the 3rd year-4th year BBQ to everybody and are in the process of determining what food to purchase. Otherwise we have a location and other logistics figured out.

We are currently getting pop and snacks to stock the fridge in Con-Ed office.

~Erillian~

Erica Pasternak and Gillian McMurray



CESA Clubs Director's Report

Erin Silverberg

Hello everyone!

Hope everyone had a wonderful summer and prac! I had an amazing summer but am also SO EXCITED to be back.

Promoting CESA Clubs

Most of my work for Clubs this summer revolved around getting ready for September. I looked into various ways of promoting CESA Clubs and ultimately decided on Sidewalk Sale, CESA Pizza Lunch, and Tricolour Open House. I just had Sidewalk Sale and CESA Pizza Lunch today and they were both very successful. I had around 140 people sign up for information on CESA Clubs. I will be sending all those people an email hopefully on the weekend between week one and week two, with information on when all the clubs will be meeting and how to start their own club. Tricolour Open House is also coming up this Tuesday, so I'm hoping for a couple more people to sign up for CESA Clubs.

Clubs Info Night

This event will be on Monday the 19th, and is intended for people who are interested in starting a CESA Club. I have filled out an events/marketing form and it was approved. People will have just less than a week to propose a club and proposed clubs will be up for ratification at our next CESA meeting (September 25th).

Con-Ed Study Club

Academics Affairs Commissioner, Katey Day, and myself are working on creating a Con-Ed Study Club. The club would meet once a week (we are still deciding which day) and Con-Eddies can come and study, work, and snack, in the company of fellow Con-Eddies. It would be similar to past Con-Ed exam study days, just as a weekly club.

Concurrent Education Students' Association

Queen's University, Kingston



Contact with Club Leaders

I have emailed Club leaders over the summer and now that school is starting I will be meeting with all of them in the upcoming week to discuss details including finalizing when their club will be happening, if they need money from the Clubs budget, how I can support them, etc.

And that's what I've been up to this summer! It's so nice to be reunited with you lovely people and good luck with classes!

Con-Ed love,

Erin Silverberg

Clubs Director



QCE Chair's Report

Seane Thorman

Hi friends!

I hope you all had an excellent summer! The QCE team has been busy planning for conference all summer, and are happy to be reunited together and share the details about conference with you!

Finance

- The budget is updated for the new school year.
- Thus far we have stayed on budget 😊

Sponsorship

- Marisa has been working hard on getting sponsors.
- She has got a couple of monetary sponsors already lined up for the year, and is currently still exploring more options, as well as smaller prizes for fundraising events.

Logistics

- Our keynote speakers have been booked, as well as most of our workshop speakers.
- The itinerary for the weekend has been mostly finalized.
- We are looking into finalizing the rest of the conference speakers and sorting them into their categories by the end of the month.

Events

- Finished frosh week events such as Sidewalk Sale and CESA Pizza lunch.
- Underground is currently booked for the Halloween event; we are just working through the details now.
- The banquet hall is officially booked.
- We will have a Smoke's Poutine fundraiser coming up before the end of the semester, so keep your eyes peeled for that.
- QCE is hosting a night at Ale, Views from (613), this Friday. We will be selling tickets all week, so if you want to support join the Facebook event page to find out how to get tickets. This is a 19+ event, but we will have more events throughout the year for everybody, do not worry!



Marketing

- The new website is up and running!
- Has been working hard to plan and advertise during Frosh week, as well as advertising for the QCE Ale night.
- Alexandra is working on clipboard design and ordering those for this year.

Chair

- We are planning to attend Trent Conference on Education in a few weeks, Saturday September 24. It is the same weekend as Con-Ed Camp but tickets are \$25 if anyone is interested in attending!
- We have met with the Faculty of Education, to discuss our plans for conference this year and the steps we have taken over the summer.
- In the process of completing our Tri-Annual review for our AMS Opt-out fee.
- We will be at Tricolour Open House on Tuesday, come visit us for some cool raffle prizes, and just to say hi 😊
- We will be doing website photos soon and meeting back with Sherri, our umbrella head.

Sorry for the lengthy report, but we have all been working extremely hard planning for this year's conference, and cannot be more excited about the upcoming semester. Good luck with your first week of classes, and if you have any questions/comments/concerns feel free to contact Seane Thorman at qce_chair@cesa.queensu.ca!

Until next TIME,

The Queen's Conference on Education Executive Team



Head Teach's Report

Emma Soars



New Business

Appendix: No More Overtime (A)

From the CESA Jobs Policy Manual

3.03 Duties of the First Year Representatives

3.03.01 The First Year Representatives shall:

- (a) be voting members of Council and are required to attend all Council meetings,
- (b) be a position held by two Association members, elected in September in their first year,
- (c) update first year students on upcoming events and information discussed at meetings of the Council, as well as other pertinent announcements, by serving as the PROF Class Reps if they are taking PROF Class at the time.
 - i) Notwithstanding article 3.03.01 c), the First Year Reps will work with Vice President (Internal) to appoint a PROF Class Rep to each remaining PROF 110 class.
 - ii) This appointment shall be at the discretion of First Year Reps and Vice President (Internal), but shall favour students not currently involved in CESA Council or Extended Council.
- (d) be an active voice for their year to the Association,
- (e) act as a resource to all of the members of their year,
- (f) be responsible for the selection of a slogan for a year jacket bar, which needs to be completed by the first week of the winter semester and reported to the Merchandise Coordinator,
- ~~(g) host one year specific office hour biweekly, which shall take place outside of regular office hours and serve as an opportunity for first year students only, to bond with their year and ask questions of their elected representatives.~~
- ~~(g)(h)~~ host two (2) year-specific events in the fall semester and three (3) in the winter semester, which shall cater to diverse social interests.
- ~~(h)(i)~~ organize one (1) fundraising event during the winter semester that would go towards their year's B.Edder4U gift, which can serve as one year specific event.
 - (i) this fundraising event shall also raise awareness about the B.Edder4U initiative.

Appendix: No More Overtime (B)

From the CESA Jobs Policy Manual

3.04 Duties of the Second Year Representatives

3.04.01 The Second Year Representatives shall:

- (a) be voting members of Council and are required to attend all Council meetings,
- (b) be a position held by two Association members in their second year,



(c) update second year students on upcoming events and information discussed at meetings of the Council, as well as other pertinent announcements, by serving as the PROF Class Reps if they are taking PROF Class at the time.

i) Notwithstanding article 3.04.01 c), the Second Year Reps will work with Vice President (Internal) to appoint a PROF Class Rep to each remaining PROF 210 class.

ii) This appointment shall be at the discretion of Second Year Reps and Vice President (Internal), but shall favour students not currently involved in CESA Council or Extended Council.

(d) be an active voice for their year to the Association,

(e) act as a resource to all of the members of their year,

(f) in conjunction with the Vice President (Internal), organize the Con-Ed Buddy Picnic and encourage continued contact between the buddies throughout the year,

(g) create an open forum (e.g. a Facebook group) for the next year's incoming first year students before the end of May, and moderate the forum until such time as the First Year Representatives are elected,

~~(h) host one year specific office hour biweekly, which shall take place outside of regular office hours and serve as an opportunity for second year students only, to bond with their year and ask questions of their elected representatives.~~

~~(h)(i) host three (3) year-specific events per semester, which shall cater to diverse social interests.~~

~~(i)(i) organize one (1) fundraising event during the winter semester that would go towards their year's B.Edder4U gift, which can serve as one year specific event.~~

~~(i) this fundraising event shall also raise awareness about the B.Edder4U initiative.~~

Appendix: No More Overtime (C)

From the CESA Jobs Policy Manual

3.05 Duties of the Third Year Representatives

3.05.01 The Third Year Representatives shall:

(a) be voting members of Council and are required to attend all Council meetings,

(b) be a position held by two Association members in their third year,

(c) update third year students on upcoming events and information discussed at meetings of the Council, as well as other pertinent announcements, by serving as the PROF Class Reps if they are taking PROF Class at the time.

i) Notwithstanding article 3.05.01 c), the Third Year Reps will work with Vice President (Internal) to appoint a PROF Class Rep to each remaining PROF 310 class.



ii) This appointment shall be at the discretion of Third Year Reps and Vice President (Internal), but shall favour students not currently involved in CESA Council or Extended Council.

(d) be an active voice for their year to the Association,

(e) act as a resource to all of the members of their year,

(f) coordinate all Con-Ed Clothing orders by the conclusion of Fall term,

(i) The selection of Con-Ed Clothing will be determined along with the Merchandise Coordinator,

(ii) The CESA Logo will be used as the design,

(iii) Any profit from these sales shall go towards their year's B.Edder4U gift.

(g) organize one (1) fundraising event during the fall semester that would go towards their years B.Edder4U gift,

~~(h) host one year specific office hour biweekly, which shall take place outside of regular office hours and serve as an opportunity for third year students only, to bond with their year and ask questions of their elected representatives.~~

~~(h)(i) host three (3) year-specific events per semester, which shall cater to diverse social interests.~~

~~(i)(j) organize one (1) fundraising event during the winter semester that would go towards their year's B.Edder4U gift, which can serve as one year specific event.~~

(i) this fundraising event shall also raise awareness about the B.Edder4U initiative.

Appendix: No More Overtime (D)

From the CESA Jobs Policy Manual

3.06 Duties of the Fourth Year Representatives

3.06.01 The Fourth Year Representatives shall:

(a) be voting members of Council and are required to attend all Council meetings,

(b) be a position held by two Association members in their fourth year,

(c) update fourth year students on upcoming events and information discussed at meetings of the Council, as well as other pertinent announcements,

(d) be an active voice for their year to the Association,

(e) act as a resource to all of the members of their year,

(h) organize one (1) fundraising event during the fall semester that would go towards that year's B.Edder4U gift,

(i) one or both representatives shall attend the Academics Meeting when it is announced by the Academics Affairs Commissioner.

~~(g) host one year specific office hour biweekly, which shall take place outside of regular office hours and serve as an opportunity for fourth year students only, to bond with their year and ask questions of their elected representatives.~~

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(g)(h) host three (3) year-specific events per semester, which shall cater to diverse social interests.

(h)(i) organize one (1) fundraising event during the winter semester that would go towards their year's B.Edder4U gift, which can serve as one year specific event.

(i) this fundraising event shall also raise awareness about the B.Edder4U initiative.