



Minutes

Meeting of the Concurrent Education Students' Association Council
Sunday October 5th, 2014
6:00 PM, Queen's Center 506

Members Present: Elisabeth Beard, Jena Bowden, Evelyn Bukiejko, Ashleigh Calvert, Adrian Chan, Abbey Cressman, Katey Day, Liz Ferrell, Shannon Gamoff, Jacob Gardhouse, Morgan Gustas, Caitlin Herckenrath, Jenna Inglese, Hannah Komlodi, Gladys Kong, Kerri Lee, Taylor MacPherson, Marisa Madigan, Dante Mottillo, Hannah Ramsay, Jon Reed, Matt Rowland, Carma Steenkamp, Erin Stewart, Oshaenlynn Swartz, Ellise Truong, Jessalynn Tsang, David Wiercigroch, Danyi Wu, Tiana Yung

Also Present: Levi Burns, Alex O'Leary

Regrets: Ben Ahn, Caitlin Herckenrath

1. Adoption of the Agenda

- Omnibus motions E and F

2. Approval of the Minutes

3. Speaker's Business

Jessalynn Tsang, Speaker and Chief Electoral Officer

- Congratulations to all those who have been elected and hired as new council
- Thank you to everyone that helped and participated with the elections
- For all of you that do not know, the back of placard has a list of interruptions that you may need to use for procedural matters
- You have two speaking rights, if you want to speak for a third time you need to borrow from someone else
- When speaking you need to address the speaker not the assembly

4. Executive Administrators Business

Hannah Ramsay, Executive Administrator

- We had so many strong applicants this year for positions
- Congratulations to everyone
- Just as a note, when you are in the office please make sure to shut off the lights and the fan before you leave. Also please remember to keep it clean

5. Guest Speaker

Mike Young, Rector

- For those of you that do not know, my name is Mike Young and I am the Rector here at Queen's
- As the rector I work to represent the entire student body.
- I sit on board of trustees, where I work with the senate and we oversee all the finances for the university. My job to make sure students voice is represented there.
- I sit on AMS assembly, without a vote, in order to understand the things going on in the different societies at Queen's.
- SGPS the Society of Graduate and Professional Students. I have a seat on this society because I represent all of the grad and undergrad students.
- Meet with principles and vice principals once a month
- Anything you ever want to bring to my attention please let me know
- I have ceremonial duties at convocation, giving speeches at gala events and alumni events in order to represent Queen's students
- I attend high table dinners in order to speak to first years
- This year I am trying to increase the support part of the role. Rector is a confidential role. Everything that you say in the rector office is confidential and we can help with support and services and information.
- If you would like to connect with other faculties and societies, I can assist you with that
- I want to encourage everyone to engage and ask questions, in order to help this body to work the best that it can, to make sure that everything being passed can be best it can be
- Second semester I am hiring an intern/ assistant in a work study program. They will work closely with me throughout the year.
- Can be part of determining the recipient of the tricolor award. One person is elected, you can interview people nominated for the award and decide with your peers who will receive it.
- Love to get people engaged in what I'm doing and I'm looking forward to seeing people and answering questions

6. President's Report

Abbey Cressman, President

- Nice to see new faces here at council
- Met with Katey, my new intern, we chatted about role and we worked on how the role will function throughout the year
- Presidents umbrella social is set for Wednesday 5:30
- Meeting with a committee about the ASUS social
- Looking forward to sitting on Teach Exec hiring panel

7. Vice President's Report

a. Vice President (Internal)

Elisabeth Beard, Vice President (Internal)

- Excited to welcome everyone new to council
- Community dinner – the volunteer list is open till next Friday

- We still need group leaders for the dinner, so if you want to be a group leader please email me

b. Vice President (External)

Gladys Kong, Vice President (External)

- Officially going to TAC next Thursday
- Excited to work with Oshaen our newest Equity Affairs Commissioner
- This month there is lots new stuff pertaining to Equity Affairs
- If you have been emailed with your office hours you are starting this week.
- If you need the office as a space to chat or have a meeting, you are welcome to do it but you need to book the space with me beforehand so that there are no conflicts.
- Ensure that the office stays clean, the table in the back is for working so if you have a meal in the office please let people also study at the table
- First year interns are here tonight and we are excited to welcome them
- Con Ed week is coming up quickly. It is attached to QCE, the first week back after Christmas, we are having year events, all year events, look forward to that and watch your emails

8. Treasurer's Report

David Wiercigroch, Treasurer

- The financial procedures while in office are be listed in previous reports, so please read those if you need guidance as to what to do in the office
- If you have any questions please email me

9. Senator's Report

Danyi Wu, Senator

- I recently attended my first meetings
- All details from the meetings are in my report
- I am thinking of changing senate position to a 2 year position rather than a 1 year position, I think it would allow senator to really get into job

10. AMS Representatives' Report

Adrian Chan, Dante Mottillo, and Ellise Truong, Representatives' to the AMS

- We are proud to introduce more AMS reps
- AMS assembly was on Thursday
- Mainly at the meeting we approved budgets
- We have the breakdowns, if you want to see them please ask any of us

11. Events Director's Report

Liz Ferrell, Events Director

- My umbrella has two events this week Tuesday and Wednesday
- Coffee house at Common Ground is on Tuesday
- On Wednesday on the corner of University and Union Community Affairs will be there in order to advocate the Vow of Silence and asking for donations .
- Workshop coordinators are working on things for November and December

- We are not doing Movember this year, so as not to overlap the Community Dinner so I will be working on another monthly event.

12. Marketing and Design Director's Report

Kerri Lee, Marketing and Design Director

- I am excited to be here
- Met briefly with B.Ed Spread Editors, their new issue comes out this Wednesday
- I have not yet met with Yearbook Editors
- Stay tuned for mass jacket bar sales, this will happen two weeks after Thanksgiving
- No online payments for bars, you will have to go to coned office and pay in advance
- Merchandise being sold, we will be having pop up sales throughout the year

13. Academic Commissioner's Report

Erin Stewart, Academic Affairs Commissioner

- Learning strategies survey went over well
- They have voted to have want balancing school and work
- I will be emailing about getting started
- Peer tutoring has had lots of interest
- On Sunday October 26th the first Con Ed study day will be held in, I won't be able to be there, so Annette will be setting it up
- If anyone wants to help Mac Corry E229 and E230 are booked so, if you want to set up please email or Facebook message me, I would really appreciate it
- PACK is rescheduling

14. Equity Commissioner's Report

Jon Reed and Oshaenlynn Swartz, Equity Affairs Commissioners

- I am excited to be here to work with everyone
- We have talked briefly about upcoming events
- We are in the process of confirming dates for Positive Space Training
- We are in contact with people for equity caucus
- Set the goal of having at least one workshop for this semester

15. Year Representatives' Report

a. First Year Representatives

Ban Ahn and Tiana Yung, 1st year Reps

- For our first year event we want to create a poll on Facebook to vote and decide on a date
- We want to create a photo folder so that the photos from the event can be shared
- We want to create a design contest for year clothing

b. Second Year Representatives

Jacob Gardhouse and Carma Steenkamp, 2nd year Reps

- Congrats to new members
- Halloween Town marathon is currently a rumored year event, we would like to say that this is not currently in our plans for a year event

c. Third Year Representatives

Jenna Inglese and Shannon Gamoff, 3rd year Reps

- Getting on our way with Con Ed. clothing
- Logo contest finishes soon we have had some great designs entries
- We are thinking laser tag for our next year event

d. Fourth Year Representatives

Evelyn Bukeijko and Taylor MacPherson, 4th year Reps

- Planning our first year event
- We have restocked fridge with pop with items that were requested
- Proceeds for the pop will be for THANK Q gift
- Have been in contact with THANK Q committee
- We have decided to start having fourth year meetings before meetings so that people in fourth year can come and chat with us
- One of our prizes in our emails was to give out three free pops, so just be aware that if someone says they get free pop it is legitimate

16. QCE Report

Morgan Gustas, QCE Chair

- Attended the Trent Conference on Education , it was a great opportunity and a great conference
- Met with their CESA and their equivalent of QCE
- Theme is planned to be released on Oct 17th, but it may happen sooner
- Halloween is booked at the Underground for October 31st
- We are selling lines skip until 11:30 which will be going on sale around October 17th
- If you have any suggestions for speakers please send them to me or Jaclyn
- If you have any questions ask me or send them to our social media sites
- Our second logo will be released along with theme

17. Head Teach's Report

Hannah Komlodi, Head Teach

- For Teach Executive hiring there will be a written application as well as an interview
- We are submitting ORT reports soon, in order to encompass how the week went and the entire process. ORT want to understand how well the student part goes
- Looking forward to the frosh week survey being sent out by ORT, we want to see what the reaction was this year
- We have info night tomorrow night for teach exec hiring – you do not have to have Teach experience, you can apply if you have any frosh leader experience. If you just want to know what the process is like you can come by

18. Statements by Members

Positive Space

Cressman: All of you will be hearing more about how and when to sign up for this mandatory training from Jon and Oshaen in the weeks to come, but tonight I would like to speak more to the merit of the training and the history of the Positive Space sticker. A bit about the program: the Positive Space program celebrates sexual and gender diversity, with the mandate that all spaces at Queen's should be safe for all people, regardless of sexual orientation or gender identity. Positive Space also believes that all people have the right to visibility, to acknowledgement of their sexual and gender identity, and to access resources. The Positive Space sticker indicates that everyone who uses a particular space shares these ideals. In order to get the sticker up, each individual who uses a particular space must vote in favour of making this space a Positive Space. Con-Ed has yet to pass this sticker. Gladys, Elisabeth, and I (and I am sure many of you as well) find this not only baffling, but quite unsettling. Our faculty prides itself on inclusivity, creating a compassionate community for all of our students. It is really, really important that we pass this sticker, and that we all feel comfortable, during our office hours, discussing resources regarding sexual orientation and gender identity, that we all feel comfortable acknowledging someone's sexual and gender identity and treating each person that enters the Con-Ed office with respect and kindness. CESA has a code of conduct that we are all subject to, and it mandates that we treat everyone equitably. This vote, whichever way we vote, sends an incredibly strong message to each and every Con-Ed student, that the leaders of their faculty society either do or do not believe that the Con-Ed office should be a safe space for all students, and a place where they can access resources about sexual and gender identity. Instead of focusing on the possibility that the vote will not pass, the reason I am up here speaking to all of you is because I think this is our year. I really think we can do this. A big part of this vote is about your comfort with the possibility that, during your office hour, you may have to discuss sexuality and gender identity with someone if they wish, or offer them resources, or be watchful that the language being used in the office is respectful. If, right now, you do not feel equipped with the resources and confidence to do this, that is okay. This is where Positive Space training comes in. This training will provide us with discussion about what exactly a Positive Space entails; different scenarios that could come up and appropriate responses to them, resources to offer people, etc. Every single person who steps foot inside the Con-Ed office should be made to feel welcome and at home there, and voting yes to Positive Space would be one giant step in that direction. So, with that in mind, please keep your eyes on your emails in the next week for more information from Jon and Oshaen about when and where this training will take place. If you have any questions or concerns about anything I've said, please don't hesitate to chat with me after the meeting, email me, or get in touch with Jon, Oshaen, or Hannah Ramsay.

Website

Burns: This year I am sitting on a student advisory committee that deals with IT things. If you have questions about anything like this send me a question and I can bring it up to

the committee. Pertaining to the websites I can't give a concrete date for the new sites. Do not wait until the websites are done, since we don't have a concrete day that they will be available, please keep using old sites until you are told otherwise. We just got access to the QCE site. All the sites look great but we are just waiting for them to work. When you get access to the site, if things are broken or there are problems let me know ASAP

19. Question Period

Kong: To the fourth year reps can we have Halloween candy for 25 cents?

MacPherson: We were just talking about that and we want to set it up.

Wiercigroch: For Morgan, who will be organizing line skip for Halloween?

Gustas: Halloween falls under Special Events so it will be Vic.

Wiercigroch: In terms of floats do you want me to set it up?

Gustas: We have the means to set up a float, if we have questions we will ask.

Inglese: When are you planning to do clothing sales, because we don't want it to conflict with the Con Ed. clothing that we have planned?

Yung: I will talk to Ben this week about it and let you know.

Komlodi: I wanted to give Will time to prepare a report, is there a time you want to present that report or do you still want that to happen?

Cressman: I haven't thought a lot about it, I will send you an email to discuss it.

Mottillo: You said there would be improvements if senator was 2 year role, could you expand on that?

Wu: Most or all other faculties have 1.5 year or 2 year senator role, they said it works well. It gives the senator time to get used to the new roles, it is difficult to advocate for your faculty while still getting used to it. Many of the committees require committee experience which you don't really have with only one year.

Kong: Will B Ed spread editors be contacting people about need to submit to an article soon?

Lee: Yes, they will. I will get them to send instructions to you.

Wu: Are office hours changed for everyone?

Kong: Unless I specified that you were changing your hour will not change. They are going to be consistent for the rest of the semester. Changes will be made in the next semester.

Truong: Commerce frosh have probation what does that mean?

Wu: For 2 years they have been put on probation, the details went out recently.

Essentially they were having behavioral issues. The way that the frosh leaders went about activities wasn't the way the university wanted it to happen. They would like someone from senate to sit on hiring committee.

Kong: Would that not fall under ORT committee?

Wu: I'm pretty sure it goes under SOARB.

Young: It says something about having someone sit on their from ORT.

20. Old Business

a. Honoraria

Moved by: David Wiercigroch

Seconded by: Levi Burns

That CESA Council amend Article 8 of the Constitution of the Concurrent Education Students' Association as outlined in Appendix: Honoraria.

Wiercigroch: This is the second reading of the motion from last meeting. I am proposing increase to honoraria to Executive, and a new honorarium for Executive Administrator. The purpose is to make the positions more accessible. Feedback I have gotten back is that the previous honoraria do not meet the goal of accessibility.

Reed: How did you arrive at the numbers?

Wiercigroch: This is not meant to be a salary, so I didn't look at hours. I looked at other faculties and made numbers by looking at these, so we are sort of in line with other faculties. This is based on feedback from others in the past.

Komlodi: Would this be put into place this year or will this happen next year?

Wiercigroch: If we pass this today it would be for this year.

Wu: It says pending financial stability, what does that mean?

Wiercigroch: It's not super specific, but it covers if our association goes into debt. But I can assure you that we are stable it is only for unexpected purchases.

Young: I think that this is a really good thing and a step in the right direction. Is there anything in policy about people stepping down and don't fulfill their role, and what would happen with money.

Wiercigroch: No, there currently is not. I have been thinking about how to fix this. I would be happy to look at amendments in the future.

Young: We could propose an amendment that by the AGM they would need to be in their position.

Cressman: How about: "Any CESA member receiving an honorarium must be holding their position at the time of presentation"

Wiercigroch: Motion deemed friendly.

Motion to vote; Motion carries

21. New Business

a. Confidential Voting Percentages

Moved by: Abbey Cressman

Seconded by: Elisabeth Beard

That CESA Council amend Article 4 of the Constitution as outlined in Appendix: Confidential Voting Percentages.

Cressman: We are just making sure that policy matches with practices, so that only CEO can see breakdown of votes. This has been the practice, but we want to make sure it's in writing. This will be talked about again next week.

Wiercigroch: What happens to the numbers after voting?

Tsang: The numbers come to the CEO and essentially they are not to be released. I am to inform the rest of Con Ed. about the verdict but they stay confidential.

b. Elections Timetable

Moved by: Abbey Cressman

Seconded by: Elisabeth Beard

That CESA Council amend Article 4 of the Constitution as outlined in Appendix: Elections Timetable.

Cressman: Similarly this is a constitutional motion. This is giving a more detailed timeline of the way that elections and hiring are to be done in the fall.

Beard: We would like to propose a change to fall elections that they will be completed no later than October 1st and fix typo 14.03.03

c. Candidates Forum Proxies

Moved by: Abbey Cressman

Seconded by: Elisabeth Beard

That CESA Council amend Article 1.02 of the Elections Policy Manual as outlined in Appendix: Candidates Forum Proxies.

Cressman: This year we ran into trouble with the candidate's forum where candidates couldn't make it to forum. There is however no written form of this. We would like the proxy to be able to say opening statement but not answer questions. We are saying that it is mandatory for one candidate from a team to be there.

Reed: Any specificity on extenuating circumstance?

Cressman: Class, we can't expect them to miss class. It is fairly subjective; it is at the discretion of the CEO to deem whether it's sufficient.

Young: Have you considered mandating any member of council to be at forum in order to ask questions and be engaged?

Beard: We don't mandate, we do encourage members to come. We were very happy with the number that came out this year but we will consider it.

Reed: I would like to add amendment that the validity of the extenuating circumstances be at the discretion of CEO.

Cressman: Deemed friendly.

Burns: Does this cover both candidates' forums in the fall and winter.

Cressman: It does.

Motion to vote; Motion carries

d. Teach Exec Hiring

Moved by: Abbey Cressman

Seconded by: Hannah Komlodi

That CESA Council amend sections 1.01 and 1.03 of the Job Description Policy Manual as seen in Appendix: Teach Exec Hiring.

Cressman: All of these three next motions have a similar purpose. All the previous years the Vice President External has sat in on hiring, however Teach Exec falls under the Presidents umbrella, so we think it would make more sense for President to be there. If President is unable to another Executive member will sit in.

Komlodi: Just to emphasize the participation of the president in hiring process I would like to propose an amendment that they be an impartial member of hiring panel.

Cressman: Before deeming that friendly it is my understanding that in the past the executive member was allowed to give opinion.

Komlodi: I will deem my own amendment unfriendly.

Kong: You want to ensure that the same Executive member is there in order to keep consistency, so we will motion that later.

Wiercigroch: Is this the same as QCE? Is this in line with that?

Cressman: With QCE it is Vice President External because they are umbrella head.

Kong: That is incorrect because Executive Administrator sits on QCE and on Teach Executive hiring.

Cressman: Gladys is correct as Teach hiring is different with the written and interview.

Motion to vote; Motion carries

**Motions e and f: omnibussed

e. Teach Exec Hiring 2

Moved by: Abbey Cressman

Seconded by: Hannah Komlodi

That CESA Council amend Article 3 of the Orientation Policy Manual as outlined in Appendix: Teach Exec Hiring 2.

f. Teach Exec Hiring 3

Moved by: Abbey Cressman

Seconded by: Hannah Komlodi

That CESA Council amend Article 1 of the Orientation Policy Manual as outlined in Appendix: Teach Exec Hiring 3.

Cressman: These motions are the same as the last ones

Kong: Motion to amend the addition of Executive member of CESA present for orientation executive hiring shall be consistent throughout the hiring process.

Cressman: Deemed friendly.

Komlodi: Friendly.

Motion to vote; Motion carries

g. Honoraria

Moved by: David Wiercigroch

Seconded by: Levi Burns

That CESA Council amend Article 8 of the Constitution of the Concurrent Education Students' Association as outlined in Appendix: Honoraria.

***Old business*

h. Encryption

Moved by: Levi Burns

Seconded by: Gladys Kong

That CESA Council amend Article 8 of the Constitution of the Concurrent Education Students' Association as outlined in Appendix: Encryption.

Burns: The last page of the email file details how to encrypt in your email. This is just to put into policy that anything that is confidential is encrypted to keep it safe, so that there is some level of security to get to that information. Any questions about how to do this please ask me. As for sharing password protected files, do not send the password to the same place because it doesn't make it very secure. Instead you should email to a different account, text, tell them in person. If anything requires encryption at the end of your term please delete it. There are things that need to be kept for two years, obviously keep those, but delete other stuff.

Kong: We would need to change this to the Communication Manual rather than constitution. We would like to make an amendment to put in in Communications Policy Manual.

Stewart: Now that Con Ed. tutoring is online it needs to be accessible with all of the tutor's info on them.

Burns: I hadn't thought about that case. But in this case tutors are allowing their information to be put online.

Stewart: But anyone can get it now that it's on website.

Kong: I would suggest only putting the tutors email online and they can give cellphone out later, unless they give consent to allow their info to be shared.

Wiercigroch: That would be very easy to add to the form the tutors have to fill out.

Motion to vote; Motion carries

22. Discussion Period

a. CESA Exec- ASUS

Cressman: With this we have been discussing the ways that ASUS can serve Con Ed students. Every Con Ed student pays an ASUS fee. We would just like to gauge people's interest in the ASUS services provided. We want to know if you have found their services helpful, if you know what they are etc. We want to make our relationship with ASUS stronger this year.

Beard: This was in the ASUS Representatives platform so we want to make sure that it really happens.

Young: We were removed from orientation Welcome Forum with ASUS, I was wondering if we would be able to have more Welcome Forums so that all students could be involved.

Komlodi: Blake came to Welcome Forum this year. Even though we weren't at the Welcome Forum, they did a good job of making us feel a part of ASUS and they really do want to strengthen the relationship.

Cressman: Are there ASUS services that you have gotten good use of? Or are there services that you are aware of?

Wiercigroch: I'm a third year, but I really don't know much about ASUS services. We hear a lot about Con Ed. here at this forum but maybe hearing about ASUS would help.

Reed: I have had very little contact with ASUS, and very little knowledge of it. I did have good experiences meeting them at the sidewalk sale.

Truong: As a first year I had no idea I was a part of it. I really don't even know about anything that they offer.

Mottillo: I don't really know what mediums they use to advertise their events. I get emails from our Con Ed. community, but I haven't been aware of their advertising.

Beard: I sit on ASUS council. You guys are invited to partake in any committee, group, or service that they provide. I can start giving more information on that in my report. Is ASUS relevant to us? Two years ago Phe/Kin de-confederated from ASUS, we are not thinking of doing that, but we want to know if they are relevant to us

MacPherson: I have only tried to go to academics commissioner but they didn't know how to help me.

Kong: We are just talking about what's going on in ASUS. We are not considering de-confederating at all. DSC are all associated and affiliated with ASUS, that is how a lot of departments get their voice heard. We want to get a understanding of how we as a society feel about ASUS.

Burns: A good source to figure out more about ASUS, would be to look at people that are only a part of ASUS, because they may not know either.

Wiercigroch: ASUS is so big so they do have so many resources. So it is good to get in on some of their events. They can lay down a lot of good ground work and we can jump with that.

MacPherson: Is it or should it be possible to make sure that Con Ed. students are on every DSC, So that we can be represented in some capacity?

Cressman: It's a totally separate thing. At the beginning of the year the professor asks for a DSC rep, no faculty gets a special voice, all student have equal opportunity

Kong: Anyone can run for DSC, the only department with Con Ed. fulfillment is music DSC, because they demand it. It doesn't hinder Con Ed students to run for it.

Tsang: They have been trying to make changes to this to make it more relevant to more students.

Stewart: I brought this up at the last academic caucus. I have discussed it with Abbey. We want to focus to get undergrad chairs to understand that we have teachable requirements, and they don't really take those into consideration. We are working on that this year.

23. Adjournment: Meeting adjourned at 7:55 PM