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## Minutes

MEETING OF THE CONCURRENT EDUCATION STUDENTS' ASSOCIATION COUNCIL  
March 29, 2009 7:00 pm  
Dunning Hall, Room 11

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J. Liu calls the meeting to order at 7:00pm in Dunning Hall Room 11

**1. Approval of the Agenda**

Moved by Michael Brinkworth, seconded by Katie Shifman, that the agenda be approved as circulated.

Motion carries unanimously.

**2. Approval of the Minutes of March 22<sup>th</sup>, 2009 [Motion 2]**

S. Dall asks to correct her statement as one of the pages says she makes a comment about a 'leg'. This is meant to be a short form for legislation

M. Brinkworth asks to change Alice in the minutes because there is no such person on Council. It's meant to read, 'Alli'

Motion, as amended, carries unanimously.

**3. Speakers Business**

J. Liu informs Council that at the next meeting there will be a Power Point outlining the orders and procedures for CESA Council such as what is to occur if you have a question, or there is a procedural mishap or when your rights as a member are being intruded on.

A. Sullovey speaks on a point of information. If members have to leave meetings early, they must call a point of privilege.

**4. President's Report**

M. Brinkworth welcomed all members to CESA Council 09/10. He expressed his excitement to start working and received his very large transition manual. He thanked all members who came on such short notice; it is an emergency meeting because regular meetings require 2 weeks' notice and there was only few days notice in this case. He thanked all members who came to AGM and for their support of the motions he sponsored.

He and T. Lin went to dinner and sat at the table with Principal Williams, also a former high school teacher. The Principal will retire in September for the third time and is excited for that. There is a verbal agreement with Todd Ormiston that at 4:30 pm on Friday everyone assumes their positions. There is an AMS assembly on Thursday as well. CESA needs two people to attend, and Mike calls for volunteers. He and Jenny will go over the budget consideration for ideas where new money can go—the final budget will be in September.

M. Brinkworth and the Academic Affairs Commissioners will sit down as well as the Communications Director later in the week.

The website and all new documents are up but we still need a calendar and Orientation Week information.

B.Edspread is great and looking forward to new ideas.

Thanks to B. Gonsalves for sticking around and helping with transitions.

He will be looking at all transition manuals. Summer contact sheets are being passed around so we know where to get a hold of you this summer.

Both he and A.Sullove and will be in Kingston for the summer.

## **5. Vice President's Report**

### **a. Internal**

A. Sullove thanks members for sticking thru AGM, it was really appreciated and meant a lot. In the process of transitioning, she went to ASUS Assembly.

There are a few things from the meeting that needs to be highlighted—you can be nominated at an ASUS assembly. The speaker is Brandon Sloan and he will be a great contribution to ASUS. ORT budget came out and they cancelled the comedian because they didn't feel it went with ORT goals. ASUS is changing the semi formal to include a lounge space so you don't have to necessarily dance and looking to extend it to behind Vic Hall; looking for cultural diversity fair which they want to integrate into Orientation Week such as dances and songs to show that diversity does exist on Queen's campus. There is the red room ASUS has owned this room which is booked years in advance. ASUS is talking to the University about trading the Red Room for a room in Mac-Corry. ASUS would love to keep both rooms but that will not be possible so they are discussion ideas for what they want to do with these rooms; possibly into a game room with a pool table. Basically, ASUS wants an identifiable space. If you have any ideas please tell her during discussion.

### **b. External**

K. Shifman hadn't had any meetings yet. The support at AGM was nice and the Executive really appreciated it.

Trying to discuss how to integrate volunteer initiatives and looking forward to talking to Erin and Laura. There will be meetings for her umbrella next week. The volleyball tournaments are tonight and members will be leaving at 8:10, the finals are at 10:30 please come watch and support the team.

## **6. AMS Representatives' Report**

None given.

## **7. Student Senator's Report**

T. Lin had dinner with the Principal and all new and old student Senators.

T. Lin attended a Senate meeting and watched the budget update unfold.

We are in a time of change—because we are currently doing things old school, Queen's is thinking about a proposed grade change. Thinking of changing it from a 3 and 6 credit

system. 0.5 would be a 3 credit course and a 1 credit course would be worth 6. They want to make it more universal.

M. Brinkworth added in a point of information that there is a group of schools called the G13 for their intensive research system. Queen's and Waterloo are the only ones left on the list that use 0.5 and 1 credits, everyone else uses 3 and 6. Sometimes, graduate schools aren't accepting our applicants as valid. We fail to be in line with everyone else. To change the curriculum will be tough but 3 and 6 point system will eventually be beneficial.

J. Parker poses a question and J. Liu moves it to question period.

#### 8. **Statements by Members**

D. DiMillo informs Council that the diversity ASUS fair has understanding that it would be available to the faculty so Con-Ed could include that in their frosh week booklet.

W. Tsai says that it might not actually because something else is scheduled.

J. Goodwin echoes Katie that 8:30 tonight is volleyball and 10:30 finals. The team is really good.

J. Mendler says there is a lot of music things happening as it is the exam time for music performances. Jazz is on tonight at 7:30 at Grant. Thursday at 4:00 is percussion at Harrison Lecaine. Thursday is also when University of Toronto is coming and they'll be singing. S. Dall and G. McTavish will be participating in this.

S. Dall announces that the music composer won a JUNO!

E. Cannon says pen pal fun day on Friday and it went really well, played games etc. The teacher would like to do it next year and she was onboard but wanted more male pen pals.

#### 9. **Question Period**

J. Mendler to T. Lin: Why do we have 0.5 and 1 system right now? Why hasn't this been changed in the past?

T. Lin to J. Mendler: The University is in the time of great change because we're changing QCARD to be web based, so that is why were thinking of it right now.

J. Mendler to T. Lin: Why were we the last to switch?

T. Lin to J. Mendler Fabulous question

M. Brinkworth in response to J. Mendler. The University can no longer employ people to use these systems because there so old and no one knows how to work them. The system will change by 2011 to QUASR but we have to pass it at the faculty board and senate to start the change. In 2010 it will still be a 20 credit system.

T. Lin in response to J. Mendler: It will give us long term savings.

M. Higginson in response to J. Mendler: We knew this would be a capital expenditure so it was built in because we knew we were going to do this. We have 3 different servers and 3 different computers trying to communicate. From a time a student tries to request information we'll have to same continuous information to alumni

A.Sullovey in response to J. Mendler: At ASUS we discussed where it came from, and because of the computer system we've always had hand done administration but recently Queen's has been getting a lot of requests. Computer will change over summer for finances and it will be online in the summer. We are trying to move our university to catch up with others and this is one way.

E. Cannon to A. Pfeiffer : For the Orientation Week handbook we want to put a blurb about the pen pal program who do we talk to?

A. Pfeiffer to E. Cannon: Exec.

P. Stillman to M. Brinkworth: Where can we find out about the systems change?

M. Brinkworth to P. Stillman: [www.queensu.ca/quasr](http://www.queensu.ca/quasr)

M. Higginson in response to P. Stillman: Keep an eye out for student jobs for imputing data.

## 10. New Business

There is no new business

## 11. Discussion Period

### a. Contracts

M. Brinkworth: This will be new for first year. At the first meeting we will condense everything to paper to reflect what your obligation are, it will be signed and kept on file. If you have any thoughts or questions ask now.

A.Sullovey: Conference will have a different contract with a confidentiality clause. These contracts are important for understanding your job and please understand so you know what you're doing.

M. Higginson: The idea of the contract seems ominous. Being on Council indicates people have instilled trust in the nominees if they are elected. If we have contracts they seem redundant since our job descriptions are already available to us. Maybe if you bring this up in the interview, but there are consequences to this as well. These contracts aren't in the constitutions so why should we have them? If this is the case then it should be outlined in the constitution. Elected members run on good faith. It seems like a bit of trust would be lost and this should be voted on by Council. Council has not had them before, but for conference it might be more applicable.

A.Sullovey: No one has been kicked off but there have been people who haven't fulfilled duties. By signing a contract there is no formal paper saying you are this position and this would be to legitimize it and say you are officially that position. It is just way to say you are responsible and make it specific. If anything it's more out of a personal touch then ill faith.

M. Brinkworth: People just might not know there is no penalty for not signing because it does say in the policy what you have to do. It's about people understanding what your job is so that's what it is for. This is something the Executive wants to do, and just because we didn't do it in the past doesn't mean we can't do it now, and grow in this way. It can also serve as a quick reference.

K. Shifman: Information is power and we want people to know what their jobs are and to be held accountable. It isn't much difference than a job it is just something that needs to be done and we do trust everybody.

D. DiMillo: Echo's some of M. Higginson's concerns; would like the opportunity see them sooner.

M. Brinkworth: Yes you'll have a lot of time. It would mostly be stuff that you can't be removed for anyways, such as we expect you to respond promptly to emails etc. It's just an expectation and we feel these are important things and will help you fulfill positions.

J. Mendler: The contracts sound like a great idea and even if you didn't sign you can still be kicked off.

M. Higginson: Instead of a contract what if there is a personalized goal/responsibility sheet. We are all adults here and nothing should require a signature.

S. Wolinsky: We shouldn't look at them like a contract more as a source of information. It's a good source of info for first years and getting them in a clear concise manner and feel as though they are being treated like adults.

S. Dall: Surprised by the controversy, it's not a huge deal-breaker either way; it is just an affirmative manner. In legality I don't think it would be taken so far. Don't think it is something you'd use in the classroom management as a sign of professionalism.

M. Higginson: To clarify class management expectation for class so that is something I'd ask the class to sign. We've been elected and hired—this is something that should be voted on.

J. Mendler: Music DSC's have to sign a form to apply anyways.

M. Brinkworth: The idea behind this is to make sure you know what is expected of you from the constitution and policy documents, and instead of going through the list, this is a way that we know that YOU know what the expectations are. Putting your signature doesn't mean you'll be removed, the rest are just expectations, and as the Executive it's our duty to make sure things run smoothly. At some level we are your superiors and there are expectations and you should have expectations as well. Just

so were on the same page going towards the same goal. They will be ready for the first meeting next year.

**b. Summer Plans**

M. Brinkworth: Alli and Mike will be here in Kingston for the summer. They will be in the office hopefully painting it and getting a new printer. SOAR is in the summer and we'll need a booth for information for Frosh. There is a Frosh Week sidewalk sale and buddy picnic. The smoker is the first day of classes. Elections are the first week back from classes as well and we will come up with a meeting schedule. Sensitivity training is mandatory and intramurals signups will be the first week when we get back. We want to get office hours in the first week and get them going early. The first week is the most important and that's just a run down.

A. Sullovey: Camp is opened up and we are planning on making a lot more spots available. Details will follow.

M. Brinkworth: We really want all members of Council to come to Con-Ed Camp; it's a great way to bond as a Council and to meet new faces.

J. Mendler: Are we going to get together in Con-Ed camp and be exclusive or are we going to be just bodies there?

M. Brinkworth: All members of coned can come to CESA council meetings.

J. Mendler: Only Council bonding?

M. Brinkworth: No everyone.

T. Lin: What day is it?

A. Sullovey: TBA- still visiting venues will let everyone know ASAP. Looks like the same venue as long as we can work out dates.

J. Mendler: Do we have to do anything in summer?

A. Sullovey: Will be speaking with her umbrella, and will meet with everyone before summer.

M. Brinkworth: If you are unclear what your job is, please make sure you contact the Executive. And people who gave you transition manuals and use the resources available to you. We will be emailing you!

E. Cannon: If we want to confirm dates for events who do we talk to?

M. Brinkworth: If you have dates talk to Vanessa

A. Sullovey: also let Katie know

M. Brinkworth: If you're trying to bounce an idea, that's when you need to contact Vanessa.

**c. Preliminary Budget Considerations**

M. Brinkworth: We've increase in student fee, does anyone have general feelings as to where they should go?

P. Stillman: Keep with budget and use fee with a bank account cushion and we'll have it for a back up.

T. Lin: We may not need a cushion

A. Sullovey: We have a cushion

M. Brinkworth: Just because we have it doesn't mean we need to use it

M. Higginson: Increase bursary amounts, Look ahead to a potential new office space and associated expenses. We will need to buy furniture... or future large expenditure.

V. Powell Cavell: Bursary money is allocated \$500 per semester.

T. Pel: E. Beck and her are tossing around a budget for formal and its one of the major incomes for CESA while raising money we have to run other events. Hopefully there can be better quality events and in turn we could have better events and lower ticket events.

B. Cornish: There is no policy for teaches for Exec to get bursaries; something in bursary could go to frosh week; it'd be nice to put that in frosh handbook.

A. Sullovey: If we do a frosh week bursary which is our most expensive event it would mean the fall term would need more money.

M. Brinkworth: The problem is the well is running dry, it would be okay for teaches to get money but changed so that you can't be reimbursed. It's a great idea but try to figure out the logistics for that to work isn't that easy

V. Powell Cavell: in constitution were not allowed to give bursary to teaches, frosh for frosh week.

M. Higginson: would like to spearhead a group to help frosh in frosh week financially

**d. Communications Strategy**

M. Brinkworth: There is something to be said for face to face contact. We are getting lost in this technological generation.

M. Higginson: Google calendar and you can share yours with others.

J. Mendler: Beside the webmail screen you can go to calendar and you make events public and promote that.

M. Brinkworth: When we switched to website we lost calendar feature but were working on it.

S. Wolinsky: Looking forward to working with others to use B.Edspread (people in media positions) not only to Con-Ed but to speak to each other in Con-Ed.

W. Tsai: There really is no one way that caters more to them than emails; Big and colorful letters work.

J. Mendler: in the music building there's a bulletin board let Joann know so she can put information up there.

M. Brinkworth: We need to learn how to prioritize our emails to catch attention; interested in how to target certain places so we know where to grab attention. It is impossible to reach every person in Con-Ed but if people don't know about them we've put a lot of effort in it. We want to make sure everything is properly supported.

N. Cornish: Facebook group; Con-Ed group on facebook?

Emily: There is an upcoming events facebook group already. Not everyone is on there but everyone should be.

M. Higginson: Caution about facebook, don't use it as your only form

M. Brinkworth: If were just focusing on one, we are going to miss people but if we have more ways they'll reach more

M. Higginson: Mention facebook in email

W. Tsai: Calendar in Con-Ed office is great but at the same time we should think about putting it outside.

A. Sullovey: Lovely idea, however the board is vandalized so we'd need to protect it.

J. Mendler: Change facebook name to Queen's Con-Ed

E. Beck: There's both groups, make poster calendar and place it buildings...the formal posters were great and they were everywhere! Also think about the context of where they are being placed

J. Mendler: Budget towards poster

**e. Grading System [ADDED TO AGENDA]**

A. Sullovey: Any question contact T. Lin, A. Sullovey and M. Brinkworth, would the change be better?

J. Parker: What are these proposed changes?

M. Brinkworth: Changes would be 0.5 -1.0 scale would be mapped to 3-6 scale then could be 4 credit which would be less course but more intensive. The letter grade with plus or minus but they have to figure out GPAs. He will email Council about this.

M. Higginson: Recognize that as much as we want students ultimately the registrar will have to make the decisions. In terms of 3/6 that's all semantics. The system will be more international and will streamline grad school

S. Dall: Isn't that already happening?

M. Brinkworth: Hasn't been approved yet because it has to be done within the next two months. Want feedback on it now before it happens

S. Dall: In terms of streamline—it's kind of arbitrary and safer with different markings which should draw attention, it might be risky

T. Lin: Granulations are yet to be decided on.

S. Dall: Grades aren't the same at Queen's as they are other schools.

M. Brinkworth: Unofficial ranking of how schools mark. There'll never be a way to regulate that.

M. Higginson: A 90 is a 90 is 90. In Queen's undergrad it's straight across the board

S. Dall: Where is that coming from?

M. Higginson: From admission policy

S. Dall: A PSE undermines that whole idea

M. Higginson: Speaking of granulations – get a document that specifies where the grade breakdown is.

T. Lin: The new system will just put the letter grade.

M. Brinkworth: the difference between 89 and 92 is statistically 0 therefore we have to be careful.

S. Dall: This is not a good idea. Create an illusion to make all schools equal, everything's subjective when you're working with people

D. DiMillo: GPA; what effect would it have on our education courses?

M. Brinkworth: Again, granulations haven't been decided, but education courses remain pass/fail.

S. Wolinsky: Good idea to switch to get Queen's on the same page; hesitate to say that being the hard school is good.

## **12. Adjournment [Motion 3]**

A. Pfeiffer moves, seconded by B. Cornish, that the meeting be adjourned.

Motion carries unanimously.

Meeting adjourned at 9:02 pm