



# AMS Assembly



Thursday, December 2nd, 2021

6:30 PM

Prepared by: Laura Devenny, Secretary of Internal Affairs



## Agenda

### *Assembly*

1. **Motion #1** – Approval of the Agenda of the meeting of December 2<sup>nd</sup>, 2021.
2. **Motion #2** - Approval of the [minutes of the meeting of November 18<sup>th</sup>, 2021](#).
3. Speaker's Business
4. Guest Speakers
  - a. [Eunice Oladejo](#) and Eddy Avila from the Ontario Undergraduate Student Alliance
5. Executive Reports
  - a. President's Report – Zaid Kasim
  - b. Vice President Operations – Tiana Wong
  - c. Vice President University Affairs – Ryan Sieg
6. Board of Director's Report – Chairperson Bani Arora
7. Undergraduate Trustee Report- Jaya Sharma
8. Student Senate Caucus Chair Report – Jeremy Nguyen
9. Statements by Students
10. Question Period
11. Business Arising from the Minutes
12. New Business
  - a. **Motion #3:** That AMS Assembly approve the changes to Clubs Policy, as seen in appendix [Penguin](#)
  - b. **Motion #4:** That AMS Assembly approve the changes to Elections Policy, as seen in appendix [Golden Retriever](#)
  - c. **Motion #5:** That AMS Assembly approve the new Referenda Policy, as seen in appendix [Polar Bear](#)
13. Discussion Period
  - a. AMS Election Discussion and [How-to-Run Guide 2022](#) – Chief Electoral Officer Erica Johnson
  - b. New AMS Policies
14. Adjournment





**Vice President University Affairs**  
**Report to Assembly**  
**Ryan Sieg**  
**December 2<sup>nd</sup>, 2021**  
[vpua@ams.queensu.ca](mailto:vpua@ams.queensu.ca)



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Hi everyone,

I would like to start off by congratulating everyone on a successful fall term and wishing you all the best of luck on any final exams or projects. It is hard to believe that this semester is nearly over. As it has been a very short turnaround since our last Assembly, I will provide a very brief overview of some items coming up after the break.

**Gender Based Violence Awareness and Prevention Month**

January will be Gender Based Violence Awareness and Prevention month which will include a variety of events put on in collaboration by the Social Issues Commission and the Sexual Violence Prevention and Response Office. Keep your eyes peeled for more updates about the events that will be taking place.

**Winter Executive Elections**

AMS election season is right around the corner and will be picking up steam once we return from the break. If you want more information about the election process, keep checking our social media accounts and feel free to reach out to any member of the executive or to Laura.

**Second OUSA GA**

The next General Assembly for OUSA will take place in second semester. Our very own Jacob Marinelli and Aaryan Chaudhury are beginning the policy writing process and will be authoring the Student Financial Aid paper.

That is all for now folks, congratulations on making it through the semester and happy holidays.

Ryan Sieg



## Clubs Commission

Report to Assembly

Brian Seo

December 2<sup>nd</sup>, 2021

[clubs@ams.queensu.ca](mailto:clubs@ams.queensu.ca)



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Good evening Assembly,

Great seeing all of you again so soon! Not too much has happened since we last met, wrapping up November and sailing off into the sunset that is the end of the Fall semester.

Big ticket items include finalization and disbursement of the New Clubs Grant for the fall semester, big shoutout to Jessica Chu (Assistant Commissioner) for taking the lead with this round! The Tricolour Open House for the winter will be making a return in the first weeks of January and lots of planning has gone into ideation of said ideas to be compliant with university & AMS guidelines.

Have been doing lots of project based initiatives, policy updates and procedural updates, along with meetings with other post-secondary institutions with regards to club governance and structure for any potential updates the Clubs Policy could use!

That's it for now, hope everyone has a fantastic break and a happy new year 😊

Stay immaculate everyone!

All the best,

Brian Seo (he/him)

Commissioner of Clubs 2021-2022



**Office of the AMS Secretariat**  
**Report to Assembly**  
**Laura Devenny**  
**December 2<sup>nd</sup>, 2021**  
[secretariat@ams.queensu.ca](mailto:secretariat@ams.queensu.ca)

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Hi Assembly!

Happy Holiday-Animal-Themed-Assembly-Month. While it is cold outside, we are keeping nice and warm with our stacks of policy here!

**Assembly** | Last Assembly of the semester, very exciting! Thank you everyone for sticking with us through a very eventful 2021, and hoping to see you all for in-person Assemblies in 2022!

**Elections** | Hard to believe, but we are in our planning season for the AMS Executive elections, which will take place in January 2022 with voting in early February. Erica, our CEO is working alongside our elections deputies in our working group. I have presented some key policy changes, splitting elections and referenda policy. It is my firm belief that as the AMS runs the largest referenda process at Queen's, it deserves it's own standalone policy, both for benefit to students and internal to the elections team. I have made some other edits to further clarify the complaints and appeals process, as well as endorsements and conflicts of interest.

**Long-Term Projects** | This year, I am working on a collective document on creating foundational policies at the student government level. This document is to serve student leaders of different campus groups and outlines the way to frame initiatives. As well, I have been working with our advocacy team, working on a policy workshop for students to learn more about the process!

**Judicial Affairs** | As my office oversees the Judicial Affairs Office (JAO) and Judicial Committee (JCOMM), we are going into our busy season with case management and oversight. Our members have received training from the University Secretariat's NAM Intake Office, and are ready to see some of the Level 1 cases. How it works, is the NAMIO will receive cases, and delegate certain ones to the JAO. Then, the JAO member will gather statements and other information, before it goes to the JCOMM to address possible educational and restorative sanctions. Our Judicial Committee is in full swing hearing cases, so yay for them!

*Ductu, Patrocinium, Regimen (lead, advocate, govern),*

Laura Devenny





**Arts and Science Society**  
**Report to Assembly**  
**Alyth Roos**  
**December 2<sup>nd</sup>, 2021**  
[president@asus.queensu.ca](mailto:president@asus.queensu.ca)



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Dear Assembly,

I hope you are all doing well in this week 11! I cannot believe that this semester has completely flown by. As always, I would like to preface my assembly report with the fact that none of the work and advocacy happening within ASUS would not be possible without all the volunteers that make ASUS the community.

#### ASUS 131st Birthday

The central focus of this past month has been the celebration of ASUS' 131st birthdays. This has allowed us to engage in a lot of different programming this month to engage with ASUS volunteers and history. This past week, ASUS Council had the privilege of being able to give out over 300 free burgers and hotdogs to students in the community. In honour of the birthday, we will also be opening the ASUS house for house tours! This is a great opportunity for everyone to get to know ASUS in a new and unique way. We will also be having programming running in each office and a photobooth to allow individuals to celebrate the birthday. Serving as both an ASUS birthday and an end of the year social, I will also be hosting a festive get together on November 29th. Students are invited to join in the reflection room for games, and festive shows in their PJs! We are hoping to do some much needed ASUS bonding prior to the We will also be selling all our merchandise at 31% off to celebrate 131 years of ASUS. This entire month has been a wonderful experience highlighting volunteers through the Faces of ASUS campaign, taking a walk down memory lane with the Then and Now campaign and engaging with ASUS and Queen's alumni. We cannot wait to see what the next 131 years bring.

#### QNSA Liaison

It is with great excitement that Brandon and I had our first consultation of the year with a QNSA Liaison. It was wonderful meeting with Noelle to discuss the structure of the Liaison role, the future of the Reflection Room and the QNSA initiatives that are currently unfolding. We look forward to continuing these on a monthly basis.

#### Professional Development

This past month, the Professional Development team hosted their first Life After ArtSci event of the year. The virtual event brought over thirty alumni together in the theme "Adapting with



ArtSci". This was an incredibly successful event thanks to the work from Phoebe, Lauren and Shay. We are now looking forward to planning our spring event as well.

## SVPR

Sexual Violence Prevention and Response has continued to be a very important focal point for us this past semester. This past month we completed the Transparency week. In doing so, we released a detailed breakdown of three central resources that students have. These three resources included the Queen's Sexual Violence Prevention and Response Services, the Sexual Assault Centre Kingston and the Haven Application. Each of these were meant to provide students with more transparency and comfortability engaging with these services.

As we look towards the next semester, we would like our focus to really reinforce accountability of perpetrators and tangible policy changes for victims. In doing so, we have formed a task force at ASUS that will be aimed at combatting gaps in policies and providing more accountability to this campus. Spearheaded in collaboration with the Academics Commissioner and Equity Commission it is composed by a collection of DSCs and Sibling Society leaders, we will be discussing central ways that changes can be made. Our central ideas center around an accountability campaign and adding new trainings for professors.

## ASUS Appeals Resource Centre

The ASUS Appeals Resource Centre has officially launched this month! David Niddam-Dent and Ashanthi Francis have worked incredibly hard at creating a team, establishing trainings and putting together a service that will help students with their appeals. This service will provide support in understanding regulations, editing appeals letters and giving them overall advice prior to going into appeals meetings. If you are looking to access the resource or have any additional questions please reach out [appeals@asus.queensu.ca](mailto:appeals@asus.queensu.ca).

## Mandate Launch

Following the last assembly, we put our new mandate out to the public for constructive feedback. The aim is to ensure that the mandate created represents the interests and needs of students within a modern context. At this upcoming assembly, we will be passing the new mandate to usher in the next 131 years as well.

## Director of Student Affairs Research

The Director of Student Affairs Research has officially launched several research projects. At this time, we are current accepting feedback on our International Student Experience Survey and the Queen's Perception Survey. We encourage all of you to take the time to fill it out as soon as possible. Looking forward to sharing the findings in the new year.





Thank you so much to everyone for all your contributions to assembly this year! It has always been one of my favourite parts of ASUS and I could not be more excited for all the conversation to be had in the new year. As always, if you have any questions please do not hesitate to reach out! We have a big four months ahead of us.

All the best,

Alyth



## Concurrent Education Students' Association President

Report to Assembly

Alexis Pascoal

December 2<sup>nd</sup>, 2021

[president@cesa.queensu.ca](mailto:president@cesa.queensu.ca)



Dear AMS Assembly,

I hope you all are having a great week 12 and are trying to make time for you during this stressful time!

Here's what's been happening with CESA this month:

### EDII & Wellness

- Our Equity outreach coordinator has been running our Equity Outreach committee over the past month and is running a few initiatives at the end of this month. We have also applied for the ASUS sibling society grant to support initiatives within this committee!
  - One of our initiatives for the holiday was sending cards and support to those in local retirement homes and educating our students about ageism.
- Our Equity affairs commissioner has been very busy chairing our bursary committee for the various bursaries we have released (QCE, Camp, other events).
- The faculty of education is starting a wellness committee with other student groups involved in education (EGSS, ESS, etc), and I will be sitting on this committee starting in January.
- We are currently working on creating/passing a CESA equity grant for any training/labour intensive work under the EDII/Wellness umbrella. More updates to come on this in the new year.
- We just passed to have a Wellness Commissioner on Council!

### Event planning

- **Queen's Conference on Education**
  - Canada's largest conference on education!
  - Our QCE team has been working diligently over the past several months planning our annual Queen's Conference on education. Registration is now open to everyone!
  - The theme of this year's conference is *Evolving and Adapting as a Global Learning Community*.
- **Workshops**
  - Last week, our workshop coordinators ran our fall-workshop work - They were a great success! The topics included culturally-responsive pedagogy, using diverse resources in the classroom, mental health & outdoor ed, and teaching internationally.
- **Study Sessions**



- Our Academic Affairs commissioner has been working hard to plan our Exam Study Sessions at the beginning of December. These are mainly 1st year study sessions for major courses and teaching subjects including Psych, Bio, English, History, Math, Chem, etc., and are taking place December 4-7.

Have an awesome rest of the semester everyone!

**Alexis (*she/her/hers*)**  
**CESA President**



**Nursing Science Society President**  
**Report to Assembly**  
**Crystal Sau**  
**December 2<sup>nd</sup>, 2021**  
[president@nss.queensu.ca](mailto:president@nss.queensu.ca)

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Hello AMS Assembly,

In case you were not aware, the faculty of nursing runs on a December-December schedule...! I (Crystal) will be taking over Nathaniel's position as NSS President. Our VPUA is Dylan Rodgers-Bowie and our VPOPs is Herbert Song. We are in the process of electing/hiring our Senator.

Although we are in the transition period, I would like to mention our three pillars:

1. Facilitate, foster, and advocate for an inclusive culture at the School of Nursing.
2. Promote and provide opportunities for student involvement.
3. Advocate for accessibility of resources in all dimensions of wellbeing.

We will be reaching out to some of you in the upcoming weeks! We are glad to make your acquaintance.

Vincat Scienta Morbos,

**Crystal Sau (she/her)**  
NSS President  
Queen's Nursing Science Society  
Cell: (647) 447-9829  
Email: [president@nss.queensu.ca](mailto:president@nss.queensu.ca)  
Kingston, ON



## Queen's Student Alumni Association

Report to Assembly

Megan Divecha

December 2<sup>nd</sup>, 2021

[qsaa.president@queensu.ca](mailto:qsaa.president@queensu.ca)



Hello Members of AMS Assembly,

I hope preparation for exams and final assignments have all been going well! This brief QSAA report highlights a few initiatives the QSAA team has been working on as well as some upcoming events in the New Year.

The internal QSAA team has been recognizing our fellow teammates in our new Volunteer Recognition Program, working to formulate a career-centred resource (set to launch in the New Year), beginning our EDII&A Certificate Program, gearing up to launch our inaugural Mentorship Program, & much more! To speak with anybody directly on any of these projects or others, don't hesitate to [reach out](#).

Looking forward, we are excited to be hosting multiple Career Services Workshops in January 2022, followed by two alumni speaker events. The first event will be focused on careers in the workplace amidst the Covid-19 Pandemic and the latter will have speakers discuss how students (and student clubs) can become involved in philanthropic endeavours. Both events' panelists will provide advice and tangible skills for how to utilize this advice today.

We aim to co-host these events with student groups who have similar passions or an interest in providing these resources to fellow students. If anyone has any questions or would like to learn more about the aforementioned opportunities, I'm happy to chat!

Lastly, I want to say thank you to all of those who have contributed to our [Tricolour Giving Initiative](#) – we are extremely grateful for the continued support.

On behalf of the Queen's Student Alumni Association, wishing you a wonderful & safe Holiday break!

Looking forward to reconnecting in the New Year.

Sincerely,

**Megan Divecha (she/her)**

President | Queen's Student Alumni Association

[Facebook](#) | [Instagram](#) | [Queen's Student Alumni Association](#)

[qsaa.president@queensu.ca](mailto:qsaa.president@queensu.ca)



**Appendix: Penguin**  
**Policy Addition or Amendment**  
**Submission Form**

<b>Policy Document(s):</b>	<b>Clubs Policy</b>
<b>Section:</b>	<b>Section 4: De-Ratification</b>
<b>Policy Document</b>	<a href="#">Linked</a>

Mover	
Name:	Brian Seo
Position:	AMS Clubs Commissioner
Email:	Clubs@ams.queensu.ca

Seconder	
Name:	Ryan Sieg
Position:	Vice President (University Affairs)
Email:	Vpua@ams.queensu.ca

<b>Executive Summary (1-page maximum – font size 11pt)</b>
Beginning of the 2021-2022 academic year saw a challenging landscape of club activities due to the Co-Curricular Restart Advisory Group (CRAG)'s ruling about in person co-curricular club activities for the months of September and October as university activities resumed in person following COVID-19. As such, clubs were looking to de-ratify intentionally to subvert due university procedures and have activities off campus. To avoid precedents of clubs actively de-ratifying without consequences to hold events, the Clubs Commission is looking to enact an additional line of policy in Section 4 to allow for a two academic year AMS ratification moratorium for clubs looking to de-ratify for the purpose of deviating from due policy



**Appendix: Golden Retriever**  
**Policy Addition or Amendment**  
**Submission Form**

<b>Policy Document(s):</b>	<b>Elections Policy</b>
<b>Section:</b>	<b>Multiple, see summary.</b>
<b>Policy Document</b>	<a href="#">Link</a>

Mover	
Name:	Laura Devenny
Position:	Secretary of Internal Affairs
Email:	Secretariat@ams.queensu.ca

Secunder	
Name:	Zaid Kasim
Position:	President
Email:	President@ams.queensu.ca

Executive Summary (1-page maximum – font size 11pt)
<p>After 5 years of not being changed with new issues arising, there were many terms and sections that needed updating. As well, we have opted to split elections and referenda policy, as each document is very student-facing, to reduce confusion between the two policies for staff and students. We are also creating a new executive appointment policy. We have also opted to restructure it, with the new format looking like this:</p> <p style="text-align: right;"><a href="#">00</a></p> <p>Part A: Elections Team</p> <ul style="list-style-type: none"><li>• Mandate</li><li>• Membership</li><li>• Conflicts of interest (within elections team)</li></ul> <p>Part B: Administration</p> <ul style="list-style-type: none"><li>• Assembly</li><li>• Notification of election</li><li>• Polling</li><li>• Eligibility</li></ul>



- Timeline

#### Part C: Parts of the Election (designed to be very candidate-facing)

- Candidate information session/ACM
- Nomination
- Validation
- Campaign

#### Part D: Processes

- Expenses
- Balloting
- Uncontested Election Balloting
- Tabulations and results

#### Part E: Complaints, Violations and Appeals

- Violations
- Penalties
- Complaints
- Appeals to Judicial Committee

#### Part F: Conflicts of Interest and Endorsements

- AMS Senior Management
- AMS Staff and Volunteers
- AMS Assembly Members
- Members-at-large

#### Part G: Other Society Elections

#### Detailed breakdown (along with track changes):

- Statement - updated to reflect split policies
- Scope – updated parallels to Rector Elections Policy and clarified rules for Undergraduate Trustee scope
- Roles and Responsibilities:
  - defined campaign manager
  - Updated CEO job description
  - Changed number of recommended deputies to 3-5 (logistics, finance, marketing, plus more depending on the year)
- Part A, Section 3: separated conflict of interest into two, one for elections team and one for other members of the AMS in part E
- Part B: New section called administration, which talks about the preamble to the election and more internal procedures.
  - Moved Timeline and eligibility over (not new)





- Added Health Sciences Society
- Part C: Designed to be student facing.
  - Section 1: Differentiated between day one information session and All Candidates Meeting before the campaigning period.
  - Section 2: Added a consulting blackout during nomination to validation
  - Section 3: Split up general and campus campaigning information. Section 3.a.vii, clarifying that student emails cannot be contacted unless they have consented to do so.
- Part D
  - Section 1b, eliminated the food and beverage credit as it has not been used by candidates.
  - Section 3: Created a new uncontested election guideline using the referenda scale of voter turnout, to provide a check and balance for unopposed teams.
- Part E: New sections for violations, disputes and appeals
  - Old policy was unclear in regards to who could submit complaints and how
  - Clear outline of investigation process and sanctions, and eliminating higher than deposit fines.
- Part F: Clear guidelines for all levels of AMS Staff and employees, as well as guidelines on 'endorsements'



**Appendix: Polar Bear**  
**Policy Addition or Amendment**  
**Submission Form**

<b>Policy Document(s):</b>	<b>Referenda Policy</b>
<b>Section:</b>	<b>Creation</b>
<b>Policy Document</b>	<a href="#">Link</a>

Mover	
Name:	Laura Devenny
Position:	Secretary of Internal Affairs
Email:	Secretariat@ams.queensu.ca

Secunder	
Name:	Zaid Kasim
Position:	President
Email:	President@ams.queensu.ca

Executive Summary (1-page maximum – font size 11pt)
<p>As the largest conveyor of campus-wide referenda, and very student and organization facing at that, the AMS has been in need of a separate document outlining Referenda policies. Having 30-40 groups pass through our Triennial Review and Establishing/Increasing process is a difficult process, made worse by stuffing Referenda policy in the back of the elections document. As they are slightly similar but vastly different processes, this document has been separated.</p> <p>Additions:</p> <ul style="list-style-type: none"><li>• Defined Triennial Review and Establishing and Increasing Fee Groups, Consulting</li><li>• Clarified that consultations can take place at any time, except from the beginning of the nomination period to Assembly approval.</li></ul>