

Dear Councillors,

Hope you have all had a great summer and are looking forward to the coming academic year. The SGPS has been busy over the summer preparing for a good year.

3 Updates:

1. Framework Agreement:

(Please see letter from the Principal attached in the appendix)

The Principal and VP Davis have responded to our concerns regarding the governance and management of the Student Life Centre (JDUC + Queen's Centre). We have asked for an operating model that respects our place on the JDUC Council and JDUC Exec. These discussions are progressing well – our representative to these discussions is the VP Finance – who will update us on any progress.

2. Academic Plan:

The Academic Planning process that was originally imagined by the Principal in his Visioning document has been delayed somewhat. The Principal and the Academic team responsible for the Plan are more receptive to student input than we originally thought – so a new committee called the Student Academic Advisory Committee has been established under the Chairmanship of the Rector. The SGPS has 3 members on this committee and is able to make recommendations that could quite possibly be taken seriously. If Councilmembers are interested in ensuring that graduate and professional students have input into the academic direction upon which Queen's is about to embark, please contact the VP Graduate (vpg@sgps.ca) in order to join the Academic Affairs Committee of the SGPS.

3. Personnel Changes:

There is a new Dean of the SGS (Dr. Brenda Brouwer), a new Dean of Student Affairs (Dr. John Pierce), a new interim Provost (Dr. Robert Silverman), a new University Librarian (Martha Whitehead) and a search on for the next Provost. All of these personnel changes mean that it is quite possible to fundamentally alter the often contentious relationship of the SGPS with the rest of the University. This is one of the reasons why we are proposing to make the Strategic Planning Committee of the SGPS into a permanent body that can begin to improve both the internal functioning of the SGPS and our relations with external departments and bodies at Queen's.

Other Items for Discussion at Council:

- SGPS Infrastructure
- Advancement Initiatives / Committee

Respectfully Submitted,

Jawad Qureshy
President

Happy first Council back, everyone. Though this summer has been fairly busy, I will try to keep it brief.

Equity

There certainly hasn't been a shortage of work for the equity team. For starters, we have been taking steps to make sure that all SGPS staff members are trained to work in an equitable environment and to provide equitable services for all. Staff members are not only mandated to take Customer Service Accessibility training as per university requirements - Equity Coordinator Carolyn Prouse is working very hard to ensure that SGPS employees also take anti-oppression training. Our first opportunity arose in mid-July, when several executive and other staff members undertook positive space and anti-oppression workshops put on by Jean Pfeleiderer and Stephanie Simpson of the Queen's Human Rights Office. We hope to get every paid member to complete the training before the end of the fall semester.

The SGPS helped sponsor Kingston Pride events throughout the summer. The last of these will take place on **September 17, 2010**. Visit <http://www.kingstonpride.org/> for more information.

Following a SEEC meeting last May, an equity climate survey committee was formed to discuss survey methodology and analysis. The committee met once to look over a draft of the survey. I reviewed this draft anew, based on the committee's input, and a new draft is currently being circulated amongst members for approval. Once we reach consensus on a final version of the draft, we will distribute the survey to graduate and professional members through 'Student Voice' so as to assess how our members feel about any potential barriers to equity on campus. Through the work-study program, we hope to hire a student who will help us analyze findings and compile a report. Our hope is to distribute the survey to students before the end of August, though this deadline is fast approaching.

The Queen's University Aboriginal Review Group (QUARG) continues its consultation on issues raised by QNSA pertaining to governance within/through Aboriginal Council and the FDASC. Three elders have been selected to assess the strengths and limitations of current models of Aboriginal representation at Queen's. Thus far, two Elders have met with administrators, staff, undergraduate and post-graduate representatives. Student representatives (myself included) are currently working alongside Heidi Penning and Irène Bujara of the Equity Office to draft the terms of reference for the consultative review. On a tangential note, the SGPS has recently asked for a seat on Aboriginal Council – one that we hope will be filled by the SGPS Council's Aboriginal Representative.

Sustainability

Our Sustainability Coordinator has been keeping busy this summer as well, but I will allow her to elaborate in her own report. Suffice it for me to mention that the SGPS helped to sponsor Queen's new Community Gardens initiative on West Campus, which has attracted the membership of several post-grads since May.

International Students

Our second round of advertising for the position of International Student Coordinator has proven fairly successful. We will reach a final decision on the hired candidate within the next few weeks.

Along with various other orientation events, the Queen' U International Centre (QUIC) is holding a special orientation session for international students on **September 15th**, as well as family activities on **Sept. 19th**.

The QUIC is also currently looking for volunteer student 'hosts' for incoming international students who need a place to stay for a few days (up to 3 nights, free of charge) upon their arrival to Kingston. Also, if you are planning on leaving on exchange or going abroad for your research, you may benefit from advertising your short-term sublet on the QUIC's Housing Office website for free. If you are interested, please visit:

<http://quic.queensu.ca/resource/rentalpropertysubmissions.asp>

Queen's-Kingston (City) Relations

After a few summer months' suspension, the town-gown relations committee is meeting again this Thursday to discuss orientation events. In the past, this committee has typically focused on undergraduate issues, in part because it was formed in response to the Aberdeen debacle. This year, I hope to make issues related more specifically to post-grads more visible. As such, if you have any questions or concerns pertaining to city matters or to your relations to the broader Kingston community, please do not hesitate to contact me.

Also, municipal elections are coming up: city of Kingston voters will elect a new mayor, city council members, and school board trustees on Monday, **October 25, 2010**. Our Executive Director has worked with the AMS and city officials to bring the elections to you! There will be a polling station on campus on voting day, location TBA. For information on advance voting and on electoral candidates, visit: <http://www.cityofkingston.ca/cityhall/election/>.

Canadian Federation of Students

Our VP Finance & Services and I attended the Semi-Annual General Meeting of the CFS at the end of May. Having heeded to the suggestions of past Executive and Council members to reduce our member delegation, Jillian and I came home with a number of observations of our own. For one, the two of us were unable to split ourselves in sufficient parts to adequately represent our local on every committee and caucus. Furthermore, as one of only two smaller delegations present, we did not have the human resources to delegate representation amongst ourselves between the hours of 9am and 11pm, and as a result, found our four days nothing short of grueling.

In light of our experience, I heartily encourage Council members to revisit their position on the number of delegates encouraged to attend CFS NGMs in the future. While a minority of CFS assemblies was muddled by a few student constituencies in the past, last May's NGM was highly fruitful. Indeed, Jillian and I learned a lot about effective sustainability and equity campaigns on different campus, issues which affect university students nation-wide, and different services provided to students across Canada. We were also able to network with numerous other post-grad leaders who are faced with and affected by comparable issues, such as financial cutbacks and university restructuring. My own work with CFS this year will centre on sustainability and the corporatization of research, including issues of intellectual property rights. In the meantime, I am scheduled to attend an Ontario-wide caucus in Markham later this month.

Respectfully submitted,

Anne-Marie Grondin
VP Campaigns & Community Affairs

Student Advisor Program

The Student Advisor Steering Committee met in July to discuss changes to the program for the next year and the hurdles we will encounter during a full staff turn over in the program this September. Our requests for temporary funding for the transition were turned down, but the SGS will support an application to the Principal's Office for funding. We plan to keep one of the current Advisors during September and October to facilitate training and transitioning and another Advisor to bolster the service infrastructure of the program, such as developing a FAQ page.

We have received a large number of applications for the three Advisor positions available in September. The Personnel Committee hopes to meet soon to begin the hiring process.

School of Graduate Studies

Accessibility Training:

Mandatory Accessibility Training for Teaching Assistants will not come into effect until January since the SGS does not currently have the requisite staff to track those who complete the training. The previous and current executive asked the SGS on a number of occasions if TAs would be compensated for this training (a one-time 90 minute online course). This discussion will likely continue between the TA union and the University during collective bargaining.

Conference Travel Funding:

The SGS will let the new system for CTAs run for one more year (2 total) before raising the question whether or not to continue or revert to the system where graduates applied to the SGS directly for travel reimbursement. In May, the former Dean mentioned that the change was financially prudent for the SGS but also that some grads possibly desired a system where the funds they received were not simply reimbursements but awards. In August the SGS will have data on the number of awards given out during the 2009-10 year as well as the total amount of funding departments were allocated. The SGS says they are open to suggestions for tweaking the new CTA system over the upcoming year. We've suggested departments make the CTA forms available online to ensure as many students as possible indeed have the chance to win this funding. (Many departments do not yet provide information on CTAs online.) Also, in consultation with departments the SGS decided to lift the restriction on granting CTAs to PhDs in year 5 and up.

Research Assistants Employment Status (T4 and T4A):

As I mentioned in my last report to Council, the SGS is investigating the possibility of changing the employment status of RAs. Under the proposed system RAs could opt to receive remuneration as stipendiary funding, but they would lose most employee benefits and rights. I requested to be included in the ongoing discussions between the SGS and its law firm and invited a current graduate RA to attend. At the meeting we were invited to we raised a number of observations regarding the structure of the proposed system and are now waiting to hear back from the SGS and Bergen & Associates.

After speaking with both groups and looking at other universities, it's apparent that we need to proceed down this course very carefully. No university in Canada currently offers such an option, and those that do have employment options allowing students to decide their status in the eyes of Canada Revenue (postdocs at Western, for instance) are being taken to the labour board. I am also concerned that the SGS is not taking seriously some of the consequences of the new system, one of these being Intellectual Property rights of RAs. Under current IP policies at the school, if RAs opt for T4A status they could hold all rights to research results. A report published by Université Laval, for example, states this as policy. When we brought this concern to the table however it was not received as a legitimate issue.

Graduate Councils

The new governance structure for graduate faculties will come into effect this fall, under which each faculty will have a council that reports to the Graduate Studies Executive Council. Only one Council manual (Health Sciences) was passed at the May GSEC meeting, but the other Councils expect to be given the green light in September. If you are interested in sitting on your faculty's graduate council, contact the president (president@sgps.ca) or myself (vpg@sgps.ca). Student members on these councils will be elected by the SGPS (see <http://queensu.ca/sgs/forfacultyandstaff/SGSgovernance/council/fhsgc.html>).

SGPS Academic Affairs Standing Committee

I want to thank the new members of this committee (Andrea Phillipson, Marie-Josés Perrier, Andrew Pursell, and Charan Rainford) for volunteering their time and knowledge to help the SGPS better serve its membership. At our July meeting we covered a range of academic issues pertaining to graduate students on campus, including library services, Graduate Councils, and the role of this committee in the future. At the moment, this body is standing in for the SGPS Graduate and Educational Standing Committees while addressing the need for greater awareness, advocacy, and consultation regarding academic issues. I hope to draft a mandate for this committee in the fall term after meeting again with its members. If you are interested in joining the committee, please contact me (vpg@sgps.ca).

Library

Last month, Student Affairs' new Graduate Student Life Coordinator and myself met with the University Librarian, Martha Whitehead. We discussed plans for strengthening graduate student input regarding space, resources, and policies as well as building effective lines of communication between the library and the SGPS. We noted that more research-dedicated space, such as lockable study carrels, might help assuage shrinking graduate office space on campus and growing communal offices. Whitehead agreed, and we also spoke about how these study carrels might be prioritized for graduate students without offices, with shared offices, or without study spaces in Bracken and other libraries.

Over the summer and fall terms, Whitehead will put together a space plan for all the libraries, and cost cutting needs will certainly play their part. She would like to continue to solicit graduate input during this process – in addition to gathering student data from the latest (2009/10) LibQUAL survey. Members of the SGPS Executive will meet with her in September to continue these discussions. I also encourage our members at large to be in contact with library department liaisons to voice needs regarding holdings.

TA Consultative Committee

During the last meeting of the 2009-10 academic year, this body discussed the results of the TA Consultative Committee Questionnaire as well as the future of the committee given the formation of a TA union on campus.

The TA Questionnaire I circulated to Council in May asked how departments have been using the TA Agreements Forms mandated by Senate. A similar questionnaire was sent out to Graduate Coordinators and Department Heads. The questionnaires completed by faculty revealed a modest increase in compliance with Senate policy, although graduate student questionnaires suggested that not all TA instructors comply with department practices.

The status, role, composition, and continuation of this committee are going to be issues Senate will need to address over the coming year. The committee could feasibly continue under a new mandate and with union representation, or it could be replaced by union-management committees. These bodies could then advise Senate and departments as to how to implement the terms of the collective agreement. Other possibilities may arise during the collective bargaining process or from discussions at Senate level. The chair of the committee will submit his report to Senate later this month, at which point we may have a better understanding about how the group will operate during the 2010-11 year.

Respectfully submitted,
Daniel Moore

It has been a busy summer to date and I am looking forward to the upcoming fall. Here are some updates to bring everyone up to speed on what I have been doing over the last few months.

CFS

May NGM-This was my introduction to CFS and I must say I found it quite impressive. There were only two of us who attended (myself and Anne Marie) as per Council's instruction. This made it quite difficult to attend all of the sessions. We were fortunate that I was able to sit on the Budget committee and Anne Marie on Campaigns however that left no one to cover the Bylaw and Policy committee. In the future, I would strongly recommend sending a minimum of three Executives. Despite being one of the two smallest contingencies, we were effective at representing our needs but exhausted due to the strenuous schedule that we were required to keep.

SKILLS-this was a fantastic opportunity to gain knowledge and share insight with other student societies. The many workshops were beneficial and I was able to network with other Graduate and Professional Societies. In particular, to gain some insight on how other University Administrations govern and manage their student centres and graduate/professional student facilities. I am looking forward to attending the upcoming fall NGM with our VP Campaigns and Community Affairs, Anne Marie. Should you have any issues or concerns you would like addressed, please feel free to talk with me.

SPACE-We have been able to finally secure some additional space. It has been hard work but well worth the effort. We are in the process of finalizing the negotiations with respect to the new social lounge on the second floor. Coming this fall in addition to the social lounge, we will have new office space, and an larger board room on the second floor. I have met with PPS to design a variety of draft floor plans and am waiting for the final cost for this retro-fit.

RETAIL COMMITTEE-the formation of the Student Life centre (SLC) or Queen's Centre has meant the creation of a number of new committees for me to attend. The retail space committee has met bi-weekly over the summer to discuss and plan what retail operations will go into the Queen's Centre space and the empty retail space in the JDUC. A retail consultant will be attending the next meeting to provide insight on the next step.

SLC BUDGET COMMITTEE-this is another new committee that has met twice a month. We are responsible for the creation and implementation of the new SLC budget. As per the direction of the SGPS council, we will continue to support the operational side of this new centre. Discussions regarding the governance of the new SLC are still ongoing at this time.

JDUC BUDGET COMMITTEE-We have met three times over the summer to create and review the budget for the upcoming year. This budget is in the final process of approval.

SGPS FINANCE & SERVICES-the committee has met a few times over the course of the summer however due to a variety of minor emergencies and slight events, we were not able to meet to prepare the new revised budget for the Housing Authority. I am hoping that this will be done at the next meeting mid-August. We are still looking for volunteers to help with this committee.

The existing 2009-2010 budget required some adjustment and there is a motion in the agenda detailing the changes made to the existing budget. As a result of us hiring a new EA we have purchased some much needed, updated office equipment that Sean was able to get a great deal on.

The upcoming 2010-2011 fiscal year is fast approaching and attached you will find the draft 2010-11 budget for review and the motion to approve said budget. Please note, I have also attached some information detailing/outlining what each Schedule line represents.

FAMILY EVENTS—I have met with the Queen's International Centre along with Student Affairs to begin the planning for new family initiatives to welcome those members who have dependents. We have decided to have our first family orientation event on October 3, 2010-more details to follow.

CHILDCARE-the working group that was created to address the need for childcare at Queen's has prepared their report however things seem to be on hold while the new implementation of the full day JK/SK comes into effect. This will have only a minor impact on our members needs as there are only two additional schools in the Kingston area that are offering this.

Respectfully submitted,

Jillian Burford-Grinnell
VP Finance and Services

Hello All,

The social team and I have organized the following events for Orientation week. We decided to stick with the majority of the core events, seeing that they are a composite of previous successful Orientation weeks. We hope to see you come out to as many events as possible!

Tuesday September 7th, 2010

9:30 - 4:15 TD Training Day

Head to Biosciences 1101 for registration at 8:30. The Opening Plenary is at 9:00. The day includes keynote talks followed by concurrent training sessions. Free lunch and refreshments provided. Registration through CTL required, see SGPS website for details.

6:00 - 10:00 Evening Boat Cruise (\$15/person)

Come out to the exclusive SGPS cruise! Be at the pier ready to board between 6:15 and 6:30. The cruise will give you an excellent tour around the Kingston area and will provide great scenery while you meet other members of the SGPS. Guests are welcome. Delicious appetizers will be served during the cruise. This is a popular event each year!

Wednesday September 8th, 2010

8:30 – 10:30 Information Fair and Breakfast (Free)

Be sure to head to the Biosciences Complex to pick-up information on services at Queen's and in Kingston. Get free food and a campus tour, too!

12:30 - 4:30 Sports Day

Join us for an afternoon of exciting activities! Pick one of the following:

1. Rock Climbing at the Boiler Room (\$10/person - \$5/child)
2. Beach Volleyball @ The Mansion (FREE!)
3. Field Sports (FREE!) – Ultimate Frisbee or Soccer

Meet at the Union St. entrance of the JDUC.

7:00 - 10:00 Speed Meeting @ Grizzly Grill (\$10/person)

Come out to meet other graduate students in a speed meeting fashion that is similar to speed dating minus the romantic agenda. This event has been a huge success in the past. Appetizers and a free drink included.

Thursday September 9th, 2010

8:30 - 3:30 Registration (Wallace Hall)

Last names starting with A-M will be registered between 8:30 – 12:00, letters N-Z will be registered from 12:00 – 3:30.

6:00 - 8:00 Haunted Walk (\$6/person)

The famous Kingston haunted walk tours will be departing from the Courthouse at 6:00 and will end at the Grad Club. Come inside the Grad Club after your walk and enjoy a fabulous night of trivia with free food!

8:30 - 11:00 Trivia Night @ Grad Club (Free)

Come and join us for a Grad Club tradition! Win fabulous prizes and enjoy some free food!

Friday September 10th, 2010

9:00 - 5:00 Sidewalk Sale

Come down to University Avenue and see all the vendors and student groups. This event attracts over 10, 000 shoppers every year from both the student body and the Kingston community.

1:00 - 4:30 Queen's Treasure Hunt (JDUC 237)

Come join us for our first annual Queens Treasure Hunt. Where you'll be divided into teams of new and returning students as you try to find the Queens' Treasure. This will entail solving riddles and deciphering clues that will lead you all around our great campus. It's a great way to get to know the campus better, meet new students and win some amazing prizes!

6:00 - 10:00 Semi-Formal (\$25/person)

Come out and join us for a fabulous dinner on the water at the Harbour Restaurant. We will be offering a delicious buffet, a glass of wine at dinner, as well as a cash bar. After dinner, we'll be heading to the Grizzly Grill for a fun night of dancing.

Saturday September 11th, 2010

11:00 Corn Maze @ Wolfe Island (\$10/adult - \$5/child)

A Kingston tradition! The trip also includes a hayride from the ferry to the corn maze and a delicious BBQ lunch with dessert (can be taken to go). Meet at the Wolfe Island Ferry Dock (Ontario and Barrack St) at 11:00. The ferry leaves at 11:30 sharp, don't be late!

5:00 - 8:00 Bowling Night (\$10/adult - \$5/child)

Be sure to come out and join us for a fun night of bowling at Cloverleaf lanes. Bring your partner, family and friends along. Pizza and nonalcoholic beverages will be served.

8:30 Grad Club Mixer (Free)

Come out to the Grad Club to win some prizes and meet your fellow SGPS members. A DJ will be playing great music so be sure to join us! Everyone is welcome!

Sunday September 12th, 2010

11:00 - 2:00 Picnic (\$5/adult - kids are free)

Meet us at City Park, near the children's playground for a family afternoon of fun! This will also be a great opportunity for graduate and professional student families to meet other families! An assortment of Subway sandwiches will be provided along with non-alcoholic beverages, fruits and snacks.

Additionally, we've managed to organize and execute two major events in the previous summer.

SGPS World Cup Campaign June 11th- July 11th 2010

This event consisted of getting together graduate and professional students on a weekly to biweekly basis, at local venues to watch soccer matches. The venues for the gatherings did subsidize some menu items upon our request; in addition we supplied our members with complementary appetizers. Moreover, we also organized a free soccer World Cup pool. The prizes consisted of an official team jersey or an ipod shuffle.

SGPS Whitewater Rafting Trip July 17th 2010

This event took place on the world famous Rocher Fendu Rapids of the Ottawa River. The day consisted of a bus ride from the JDUC to River Runners. Followed by four hours of whitewater rafting and dinner by the river. This event was a huge hit, and filled up to capacity despite the relative expensive cost when compared to the rest of our events.

Respectfully Submitted,

Abdullahi Abunafeesa
Social Commissioner

SGPS Computer Network

- I have done extensive work on the wiki and blog servers to better serve the needs of the SGPS.
- I have improved our data backup and security on both the mail server and the wiki server.
- I have added a workstation to the office for the newly hired Executive Assistant. I am also working on another general purpose workstation for the office.
- I have updated the office's wireless network to allow better access for SGPS employees that bring their own equipment to the office for work.
- I am working to improve the main SGPS webserver to ensure consistent access during our very busy September/October period.
- I am working to stabilize the overall SGPS network. Adding new workstations and services has caused a need for our network to be updated.
- I have added mailing list support to our mail server to allow better communication amongst our committee members. I have also extended wiki access to a couple of pilot committees to test this functionality.

SGPS Website

- I continue to work on a backup web server. My goal is to have a backup computer that can be plugged-in should the main webserver fail. This means we should never experience extended periods where our main website is not accessible.
- I have continued to create audio-visual tutorials for our wiki.
- I have done a lot of work on a main transition section of our site for new employees, especially the Executive Assistant.
- I am transitioning our site code to be compliant with HTML5. I will ensure browsers that don't support HTML5 still see our site as expected.
- I am working to ensure compatibility with mobile devices visiting our website.

Communications

- I have been working on the Orientation Week Survival Guide. This will be sent to the printers very soon and will arrive via snail-mail to all new and returning members in the next couple of weeks.
- I have been updating all the job description documents for all positions at the SGPS.
- I have researched various replacement copy/scanner/printer machines for our office. I will have an update on our new machine in my next report to Council.
- I have slightly updated the format of the E-Newsletter to better inform our members of the source of messages contained in the newsletters.
- I am working to update our current bursary application forms and to create new forms for bursaries that will be available in the coming year.

Respectfully submitted,
Sean Richards - info@sgps.ca

Hello fellow SGPS-ers! In this issue of the report you will find exciting news about GHG emissions, solar pv at Queen's as well as your community garden on West campus.

Queen's Community Garden:

In mid-May the Queen's Sustainability Office finally received a green light for the long awaited project of campus community garden on West Campus! The Community Garden enterprise was spearheaded and funded by the Sustainability Office, Sodexo, Faculty of Education as well as student groups such as SGPS, AMS, and of course the student run Living Cities Company which was in charge of the installation. We participated in a full day of digging, sawing, hammering and installing the garden beds on May 29th and within a few days of the news reaching the Queen's community all of the garden beds were sold out! We are in the process of considering a smaller plot for main campus to expand the exposure and education of urban/ community gardening.

GHG (Green House Gas) Working Group:

A new working group has been formed as an extension of the Queen's Sustainability Advisory Committee to tackle the GHG reduction strategies as a result of the 2 recently signed climate action commitments by the University. The group includes PPS engineers, Queen's Sustainability Office, several faculty members and student sustainability representatives from AMS and myself from SGPS. The committee has a 2 year time-frame as cited in the climate agreement to devise a working plan to be implemented – this includes measuring Queen's current GHG emissions, finding and implementing means of reducing the emissions as well as establishing working targets to be reached.

Solar Coalition / Solar Queen's Project

A solar coalition group has been formed to showcase student solidarity and spur the administration even further to ensure the solar Queen's project is a reality before the feed in tariff expires next fall. The Coalition comprises of student groups such as AMS, SGPS, QBACC, MCRC led by sustainability coordinators and is supported largely by both AMS/ SGPS presidents as well as the Rector. We have so far drafted two letters calling on more open decision-making dialogue with the student body, public release of the PP/ HH Angus solar study, a time-line plan and a commitment by the administration and the Principal Woolf.

We were also interviewed for the CFRC's alternative current program which aired on July 29th 2010. All of our efforts seem to be paying dividends: The Queen's has posted an online bid for RFI (request for information) asking for interested companies to come forward to maximize Queen's solar potential. After this there will be another request RFP (request for proposals) which will bring us to a step even closer to realizing the solar Queen's potential.

Dear Councillors,

As you may know, Council approved a motion at the November 2009 Council meeting to create the Strategic Planning Special Committee. In general terms, this was done to strengthen the capacity of the SGPS to engage in long term planning.

The Special Committee was given three tasks

- 1) Report on the status of the Housing Authority
- 2) Create a permanent body to engage in strategic planning
- 3) Design a strategic planning process

We have met several times over the summer and the following summarizes the progress on the 3 tasks.

- 1) We are currently waiting for a report from the Finance Committee before we can achieve this task.
- 2) A motion to Council on the agenda today was the result of careful drafting and, if adopted, will achieve this task.
- 3) The Committee has begun the strategic planning process by distributing a questionnaire to virtually everybody involved with the SGPS. We will follow this up with a survey of the entire membership. The input we receive from these surveys will inform how we proceed in our strategic planning process. Concurrently, we have been and will be speaking one on one to many of you and in particular, with Committee Chairs. Please answer the questionnaire as best you can and return it to me at benjamin.grant@queensu.ca by August 15th.

Thank you,

Ben Grant

Chair, Strategic Planning Special Committee