



AMS Executive Term Updates



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Land Acknowledgement

Ne Queen's University e'tho no'we nikanónhsote tsi no'we ne Haudenosaunee tánon Anishinaabek tehatihsnónhsahere ne óhontsa.

Gimaakwe Gchi-gkinoomaagegamig atemagad Naadowe miinwaa Anishinaabe aking.

The AMS Acknowledges that Queen's University is situated on Anishinaabe and Haudenosaunee Territory.

In acknowledging the land we occupy as an organization at Queen's University, we recognize the long history of Kingston; a history that predates the establishment of European colonies, with Anishinaabek and Haudenosaunee roots, significant Métis community, and First People from the Nations across Turtle Island present in Kingston.

We recognize that the violence of colonization is ongoing and that sincerely engaging in decolonial actions is crucial within our work in meaningful reconciliation with Indigenous Peoples and Indigenizing spaces on Campus. The AMS is committed to educating peers, continual learning, and supporting Indigenous communities. We are grateful to be able to live, learn, and play on these lands.

Introduction

Fellow undergraduate students,

When elected earlier this year, our term priorities were very distinct. Fast forward to now, and much has changed because of the ongoing pandemic. Although we have readjusted priorities, our number one priority remains the undergraduate student body and tending to their needs.

The purpose of this document is to highlight what we have completed this term. Our current, revised pillars are Health and Wellness, Sustainability, Equity, Advocacy, Engagement and COVID-19. As well, we have updates on how each service is currently operating.

We are looking forward to the winter semester, competing more goals we have set for ourselves and continuing our efforts in these areas.

We know this has been a very difficult year for the student body at Queen's, as we all learn to adjust to new circumstances. We are proud of our team as they have taken every single barrier as an opportunity to learn and grow – resulting in incredible accomplishments. We are so thankful for the efforts of our team and the progress we are making as commissioners, managers and directors continue to work together in such a unique year for this organization. Although the fall term is ending, we still have much work being done by our team to look forward to for the rest of this school year.

If you have any questions or concerns regarding this document, feel free to email us directly or submit to anonymous form.

Thank you.

Stay well,

Jared den Otter (President)
Alexandra Samoyloff (VP Operations)
Alexia Henriques (VP University Affairs)

HEALTH AND WELLNESS

Sexual Violence Prevention & Response

- The AMS conducted an extensive Consultation period for the Queen's Sexual Violence Policy review. This included creating a fully anonymous survey for students and groups to submit feedback on the policy, and on sexual violence and the culture at Queen's. We worked with several student advocacy groups including Consensual Humans and QSACK to collect their feedback, and compiled all information into an extensive brief with recommendations that were submitted to the Sexual Violence Task Force. The data and submissions will be utilized to continue working on initiatives that better support survivors of gender-based violence in our community.
- We successfully worked with the Sexual Violence Task Force to add additional AMS representatives to the terms of reference, as voting members, to increase student representation and add diverse voices to the conversation. The PSC x CARED Project Coordinator and Campus Affairs Commissioner were both added to the group this year.
- This topic has been given priority in the Board of Trustees Speech that will be delivered by Jared on Friday, December 4th.

Mental Health Resources and Support

- As the school year started off almost completely online, the AMS continued to work with Studentcare to ensure that our mental health resources provided through them were able to support students, even when off campus. Empower Me is a free online call-in service that is completely confidential, multilingual, and inclusive. Please go to this [link](#) if you are looking to use this resource:
- Peer Support Centre & PSC x CARED [operating remotely](#) through Zoom sessions

Student Wellness Services

- The AMS has been able to meet with the new director of Student Wellness Services, Cynthia Gibney, and begun working on connecting with the team at SWS to ensure we can advocate for students best health and wellness interests. We now meet monthly with Cynthia and discuss any projects that we are working on and how we can collaborate and better support students, especially during this pandemic. Some notable conversations involve Covid-19 testing facilities on campus and BIPOC counsellors within SWS

Health & Wellness Caucus

- Through the Commission of Campus Affairs, the first ever AMS Health & Wellness Caucus was held this semester. This group consists of various student representatives from Faculty Societies, and representatives from many AMS ratified clubs, that are all focused on a certain aspect of health and/or wellness. The primary goal of this caucus is to provide student leaders with a space to collaborate, share ideas, and discuss common themes and issues they are facing on campus. The information collected at these caucuses will be compiled and utilized to advocate to Queen's Administrators, specifically Student Wellness Services, to improve and enhance the services provided to

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students currently.

SUSTAINABILITY

AMS Sustainability Position

- A major goal for this year was to develop a position within the AMS to focus on developing our sustainability goals within our organization and on campus. The Campus Affairs Commissioner led a consultation period with past and present stakeholders including the Sustainability Office, various clubs and student groups, and individuals involved with the old AMS Environmental Commission.
- An extensive proposal was submitted to the AMS Board of Directors, and after discussions, it was approved and a Commissioner was subsequently hired.
- The new Commissioner of Environmental Sustainability is working to develop a Commission that will include successful elements from the previous Commission, and new and innovative ideas and projects, to ensure its continued relevancy. New committees and deputy roles have been added to build this Commission and strengthen its mandate.

Commission Specific Initiatives

- Through the Commission of Environmental Sustainability, the AMS Environmental Coalition was created. It is a collaborative body made up of student leaders and environmentally focused clubs created to explore common issues on campus regarding sustainability, and to seek remediation ourselves for these issues. This caucus shall promote conservation education, research and innovation, and act as a place for advocacy of sustainable university operations.
- With input from the Campus Affairs and Environmental Sustainability Commissioners, we are successfully in the process of finalizing a Sustainable Event Certificate – with guidance from QBACC. This is a guide for AMS clubs and Faculty Societies to follow to prompt more sustainable events for students, and educate event organizers on how to be more environmentally-conscious.
- The Commissioner of Environmental Sustainability has created a partnership with the SLC Sustainable Manger to create a tri-party sustainability council which acts as a roundtable for Service Managers and other stakeholders within the AMS to discuss sustainable issues, initiatives, and progress as a group.



Policy Upkeep

- Updating policy and which ones are being updated: Revitalization of AMS Environmental Policy. The CES will be conducting consultations with AMS services and staff to implement best practices for each individual service with sustainability in mind. Consultations with university members and subject matter experts will also be conducted to further inform a better environmental policy.
- Electronic Waste has been building within the Information and Technology Office, so the Commissioner of Environmental Sustainability and the Director of IT have begun working on finding the best possible way to recycle the E-waste from the office. They will be creating a procedures document on this and ensure that the office has a specific plan forward so that in future years, the old electronics are recycled properly.

EQUITY

AMS Internal EDII Discussions

- Throughout the Summer and Fall semester, there have been bi-weekly EDII discussions for all staff of the AMS. These discussions have included training sessions, workshops, and led group discussions on a variety of topics. Feedback was collected from all AMS staff and was used to plan these sessions and meetings. Topics have included anti-oppression, cultural competency, and the accessibility and equity of the AMS.

International Students

- The AMS has created space for International student representation. Through in-depth consultations with the Queen's University International Centre (QUIC) and with students, the Campus Affairs Commissioner created a new role titled the Deputy of International Affairs. This student was hired to represent the concerns of International students to the AMS and the University.

Equity, Diversity, Inclusion, and Indigeneity - AMS Report

- The AMS has been working on the goals we set out in our EDII Report this Summer, which you can find [here](#).
- We will continue to work on these goals throughout our term and hope that you see them reflected throughout our commitments and platform points. In our meetings with administration, we are bringing up how we can continue to advance the steps the University is taking to be more equitable and inclusive for all students, and we will continue to hold them accountable with the Declaration from Principal Deane.

Human Resources Office Changes

- The Director of Human Resources has been very busy within their office making changes to the way we go about hiring our staff, to the specific structure of the Human Resources Office (HRO). We have been working on AMS Apply changes to allow for no-named applications during hiring procedures, as well as including personal pronouns and names on AMS Apply. Something the HRO is exploring further would be increasing the trainings that AMS staff receive as well as looking into implementing the Diversity and Equity Assessment and Planning (DEAP) tool to our organization.



Policy Manual 3 Updates

- The team has worked on revamping the AMS Policy Manual 3 which is specific to organizational stances on topics. It will be brought to our Board on Thursday, December 3rd.
- The paper outlines the AMS' guiding principles and advocacy positions – it seeks to communicate the AMS' established positions about expectations of Queen's University and their commitment to student interests.
- The paper covers distinct topics including the following aspects:
 - Academic Integrity, Accessibility, Ancillary Fees, Campus Safety, Environmental Sustainability, Equity, Diversity, Inclusion & Indigeneity, Experiential Learning, Fraternities and Sororities, Gender-Based Violence, Health and Wellness, International Students, Non-Academic Misconduct, Orientation Week, Quality of Education, Recruitment and Enrolment, Residence and Food Services, Student Evaluation of Teaching, Student Financial Aid, Student Representation, Substance Use, Technology-Enabled Learning, Town-Gown Relations and Tuition.

ADVOCACY

Provincial Advocacy

- The AMS in continuing our provincial government advocacy through our membership in the Ontario Undergraduate Student Alliance (OUSA). AMS priorities such as quality of education, student mental health, and racial equity were taken into consideration and advocated on in meetings with Ministers and Members of Provincial Parliament. We have also conducted a full review of our membership in OUSA through a special committee on external alignment.

AMPs and UDSI

- In partnership with the Community Partners Working Group and the City of Kingston, the AMS led a campaign for Homecoming 2020 that emphasized student safety, school spirit, and respecting public health recommendations. We met with various stakeholders including Kingston By Law, and Kingston Mayor Bryan Patterson to discuss a collaborative approach. The goal was to ensure all students were aware of new penalties and fines that could be incurred during these celebratory times, and to promote school spirit and traditions!

Remote Academic Experience

- We recognize that this semester has been extremely difficult for some of our students. An online learning environment is not what many students anticipated, and the added stressors of academics has unfortunately had a negative impact on many of our peers. Through a survey and consultation period led by the Commissioner of External Affairs, we received student feedback and heard their concerns. The AMS prepared two different reports that were circulated with senior level administrators – including the Provost and Principal – and presented these reports to several groups including the Academics Operations Group.

ENGAGEMENT

Clubs

- AMS Clubs have always been an integral part of what makes Queen's so special. This year, the Commissioner and Assistant Commissioner of Clubs have worked to ensure students can still engage with the club community! Here are some priorities from the AMS Clubs Commission:
- Advocated to the University on behalf of club initiatives and in person access to club spaces on campus for club leaders through COVID-19 to ensure student opportunities and engagement is as plentiful as possible.
- Support club leaders through the introduction of the remote term and provide updated resources and connections to help them succeed this year, including working with the Student Experience Office to create online resource lists, training opportunities, and remote term specific training modules for clubs through the [Club Hub webpage](#).
- Pivoted to online club events – Clubs Caucus was held as a virtual webinar, and planned the first ever online Tricolour Open House (the annual Clubs Fair) that allowed over 1,500 students to engage with clubs and learn about new opportunities!
- Pivoted Fall clubs caucus' theme to reflect resources needed for a remote term – updates to club opportunities from each AMS department.
- Developed and put out a Clubs Benefit social media campaign to showcase what each AMS department can support clubs with this year.
- Worked closely with the SLC to help facilitate a remote pick up option for any clubs with materials in on-campus spaces at the start of term – in order to allow clubs the ability to operate as fully as possible this term.
- Over the summer and fall term, expanded what the clubs grants could normally cover in order to adapt to the financial needs of clubs this year, and take into account what clubs need in a virtual world.
- Moved to an online form process for all Club Commission applications to increase the ease of the application process for clubs and more easily store application statistics from year to year.

Accessibility of the AMS

- The AMS recognized how we can be difficult for students to reach, especially with online delivery of courses, so we have implemented forms to reach our team more accessibly on our website! This allows another avenue for our peers to get a hold of us if they would like to set up a meeting, ask us a question, or provide their own comments and concerns to us! The form is anonymous and there is the opportunity to leave your name at the end if you wish to be contacted. Please find the form [here](#).
- We have launched the AMS Elections campaign very early this year, and marketed through a variety of avenues to ensure as many students as possible are aware. We are hosting an earlier information session and have paid advertisements to raise awareness.



Orientation and Transition

- Orientation Week 2020 was done fully remotely for the first time in history! The Campus Affairs Commissioner and Orientation Roundtable Coordinator and their teams worked hard to coordinate the logistics and training for all activities. Training for leaders and executives was developed into remote modules for the first time. A priority was the accessibility and quality of programming. All levels of hiring for Orientation 2021 have now officially engaged in Hiring Equity Training from the Queen's Human Rights and Equity Office! Through advocacy on the Senate Orientation Activity Review Board, there was the creation of a SOARB Working Group to discuss equity and Orientation.
- The Social Issues Commissioner planned an entirely remote Equity Open House during the Orientation period. This event was focused on community building and offered a safe space for incoming and returning students to connect with equity-oriented clubs and student groups.

Event Sanctioning

- The Campus Affairs Commissioner worked to consult with Queen's Administration and AMS Permanent Staff to reinstate the AMS Event Sanctioning process and make amendments to take COVID-19 into account. The priority will always be to support all clubs, faculty societies, and student groups in the planning and implementation of fun, safe, inclusive, and engaging events. The two new event sanctioning forms were developed and published to assist all groups in planning safe, COVID-19 appropriate events either online or off-campus.

COVID-19

Communications

- When the summer began and students started to send in questions to the AMS, we implemented a COVID-19 specific webpage and email to address peer questions. This page included information on resources students could access, government of Ontario information on CESB and CERB, grants and bursaries, access to food, and helpful health and wellness supports and resources. It also outlines each faculty society contact for if students need specific information.
- Relaying of University information to students has become another big priority for the AMS now, as there is a lot of information for students to process. Our Communications office works hard to consolidate this information and make it as accessible to students as possible!

Services

- CoGro lounge open, now patrons can sit and eat their food, have 'for here' option
- Contact tracing on each table, sanitized in between uses, oxiver wipes available for folks to use, but CoGro and SLC staff still going around and cleaning empty tables
- Although the summer was extremely challenging on each AMS service, the AMS is proud to say that Common Ground Coffee House, Tricolour Outlet, the Printing & Copy Centre, StudioQ, the Queen's Journal, Walkhome, Queen's Student Constables, and the Student Life Centre have been allowed to reopen safely and welcome back service staff. Our priorities have always ensuring the safest working conditions for our employees while also providing student jobs and experiential learning opportunities.
- Unfortunately, and with a heavy heart, The AMS Pub Services was officially closed in the summer for the 2020-21 year.

Opportunities & Resources

- With respect to jobs within the AMS – we completed fall hiring different than usual, but were able to implement remote positions for StudioQ. Stay tuned for winter hiring!
- The AMS has been advocating to the university for increased study spaces, social settings, and opportunities. Covid-19 poses as a challenge to safely see our peers and access academic resources, but by working with the university, we will continue to ensure that students have the proper resources and opportunities to succeed. There are activities and events coming up with the Winter term, and the AMS will work to have more that are safe to appeal to a wide range of interests and needs.

Reassessing Bursaries and Grants

- Student Activity Fees
 - Recognizing the effects of the pandemic and ability to delivery on campus services, the AMS has committed to providing a rebate to students. In the Fall Term the AMS was able to provide a rebate for Queen's Student Constables (QSC) and Walkhome (WHS). The QSC Fee will be reduced from \$11.54 to \$7.04 and the QSC Admin fee will be reduced from \$2.44 to \$1.94. The WHS Fee will be reduced from \$17.54 to \$12.04 and the WHS Admin Fee will be reduced from

\$4.52 to \$3.52. The goal with the Fall Term rebate is to ensure each service is financially viable for the Winter Term, allowing it to provide the service throughout the year. As a not-for-profit, the AMS will ensure each mandatory fee service does not carry a surplus at the end of the fiscal year. At this time we are reviewing our budget and beginning to calculate the rebate the AMS can provide to students in the Winter Term.

- Bus Pass
 - This summer the AMS worked closely with the City of Kingston to reevaluate the Bus-It mandatory fee. During a year of uncertainties and financial constraints it was important to revisit the Bus-It fee and provide as much support as possible to students. Given the remote delivery of most courses this year, it was clear that charging students a mandatory fee for the bus was inappropriate. Especially when the service of the bus was greatly reduced compared to previous years. In order to ensure that students would have an affordable and accessible option should they remain on campus we worked on a special pass that could be purchased at \$119 per semester (Fall, Winter, and Summer) for all eligible students. Because the cost of the pass was still more expensive than the fee from the Bus-It contract, the AMS and SGPS created a Bus Pass Subsidy to help students afford the cost, offering \$30, \$60, and \$90 off each semester.
- Student AMS Membership fee bursary
 - The AMS continues to contribute to the Student Activity Fee Bursary, AMS Taxi Bursary, and the AMS/SGPS Out-of-City Healthcare Travel Bursary

Updated AMS website

- The AMS is currently working on updating our website to ensure that it is accessible for students. The current website can be tricky to navigate and does not allow students to know what their student association is. We are working on improving the navigation and travel of the website, as well as incorporating more pages that better tell the student body what, and who, we are.

SERVICES

Common Ground

- CoGro operating on reduced hours: Monday-Friday 9-5 & Saturday-Sunday 10-2
- HuskeeSwap program reintroduced on October 19th
 - Huskee cups available across Queen's Campus dining locations

Printing and Copy Centre

- The Printing & Copy Centre (P&CC), located in the Lower Ceilidh in the JDUC, is now offering curbside pickup to all customers Monday-Friday from 10:00 AM to 4:00 PM. Thanks to the successful launch of an online store, the P&CC has been able to move operations that heavily rely on in-person traffic, online, to ensure that students have access to the resources they need. The P&CC recognizes that trying to stay on top of schoolwork during a remote semester can be challenging so we wanted to ensure that students can print their notes to stay organized for the term. The P&CC is exploring more ways to stay relevant and support students during these times by increasing our social media/online presence, expanding our product offerings, and exploring ways to be more sustainable such as continuing the production of EcoBooks and limiting the generation of waste. The P&CC plans to continue supporting all customers (including but not limited to) students and clubs by offering accessible services.

Peer Support Centre

- The Peer Support Centre (PSC) is now using Zoom to operate entirely remote, 10am-10pm everyday. The PSC offers the Queen's undergraduate community with confidential, non-judgmental, empathetic, peer-based support. In a time where our mental health can become particularly stressed, the PSC has never been easier to access. From the comfort of your own bed, you can now be directly connected to a caring, trained PSC volunteer who is ready to listen and support you through it all. Not only that, but we also serve as a bridge between students and the various resources offered both on and off campus. All you have to do is type in the Zoom meeting ID or click one of the following links;
- The PSC is open 10 am until 10 pm from Monday to Sunday and can be accessed through this [link](#) or this [one](#).
- PSC x CARED is operating from 2-4 pm on Monday, Wednesday and Friday and can be accessed [here](#).

Queen's Student Constables

- QSC is now operating a Mac-Corry Study Hub in conjunction with the Vice-Provost of Teaching and Learning's Office, offering 70 sanitized and monitored study spaces for student use from 11am to 8pm Monday through Friday. Although the spaces are first come first serve for right now, we will be piloting an online booking system in the weeks following Reading Week to streamline the experience for students. The Hub ensures student access to a quiet space and a strong Wi-Fi signal, increasing equity in an online school environment.

- QSC is also patrolling residences along with Residence dons and Campus Security and Emergency Services (CSES). Our priority is COVID-19 pandemic control; we are monitoring for mask usage, providing social distancing support, and encouraging first-year students to seek out safety resources.
- QSC staff now undergo increased sexual harassment, abuse prevention, and suicide intervention training.
- QSC charge-out rates have been lowered for all AMS clubs, faculty societies, conferences, and other student-run groups.
- More money has been dedicated to the QSC bursary, which is available to all student-run groups who need financial assistance to run events.

Student Life Centre

- The Student Life Centre has moved from the front desk for the JDUC to operate out of a table on the main floor of the Queen's Centre, open Monday-Friday from 8:00am-5:00pm.
- In the Queen's Centre, SLC staff work at our booth in the ARC to answer questions and monitor the space to ensure all covid-19 health and safety protocols are being abided by
- The SLC is now offering TV advertisements in our spaces. If you are interested, please email slc.reservations@ams.queensu.ca

StudioQ

- Studio Q is continuing to provide Photography, Videography, Graphic Design and Publications services to Queen's and the greater Kingston community during this difficult time!
 - Our team continues to work remotely where possible and is following public health and safety protocols for all work.
- We have expanded our Yearbook pick-up zones to the following:
 - You can place an order for curbside pick-up on our website: studioq.ca
 - CoGro
 - Campus Bookstore
 - Mitchell Hall (Coming Soon)
 - AMS 12 days of giveaway (Coming Soon)
- We continue to offer UPS Priority delivery one our website for all orders! Place an order or studioq.ca to receive your copy of the 2019-2020, and past year's Yearbook today.
- Visit the AMS 12 Days of Giveaway booth coming this December to snag a free copy of the Yearbook, the 2020-2021 Tricolour Agenda, and AMSxSTQ Sticker packs!
- We are collecting student photo submissions on a rolling basis for the 2020-2021 Yearbook!
- If you would like to submit photos of how you celebrated this year's Homecoming and/or Halloween, send them in [Here!](#)
 - If chosen, you will receive full credit for your photo and it will be printed in this year's yearbook!



- If you or someone you know is hosting a socially distanced event, through your Club or Student Government, contact our photo team at studioq.photos@ams.queensu.ca to see if your event qualifies having Photographer sent in to take photos, free of charge!
 - Your event must follow public health guidelines.

Tricolour Outlet

- Tricolour continues to offer curbside pickup on Mondays, Wednesdays and Fridays from 10:30-3:30
- Extended curbside pickup times offered on Thursdays from 10:30-3:30 during peak seasons (Homecoming)
- Curbside hours may switch to Tuesday and Thursday from 10:30-3:30 in the Winter Semester depending on demand of service
- Launched pre-ordering for out-of-stock items (that are in the midst of being restocked)
- Through a mutual agreement with Coach Canada, we will be unable to offer Tricolour Express services for the rest of the year while we continue to operate online

Walkhome

- Walkhome open normal hours with reduced staffing
- Boundaries have expanded greatly to include any* location within 2.2 km of the JDUC to account for the growing student housing district
- Walkhome app released middle of October
- Now operating on an app/phone request basis only