

## BGSC Exec Meeting Agenda - November 2, 2020

1. Motion to approve agenda for Nov 2, 2020
  - a. Emma, Ryan
2. Motion to approve minutes from Oct 19, 2020
  - a. Emma, Hayden
3. Updates
  - a. Update from co-chairs (Regan & Nell)
    - i. Website adhoc committee rep
      1. Jessie will take on this role
    - ii. Field course scholarships
      1. Shelley: OUPFB not running next year, scholarships will be postponed until field courses are running again
      2. Anyone have ideas for a socially distanced field course?
    - iii. Letter about headship (re)-appointment
      1. Looking for feedback on how Brian is running the department, or thoughts on the department over time you've been a grad student here
        - a. Shelley really wants grad student feedback, has asked for a letter consolidating everyone's opinions. Nell has drafted a letter - will send it to us later today. Send opinions to Danielle Gugler, cc Gordon Smith - Nell and Regan will send an email out with addresses to send feedback to.
4. Updates from representatives:
  - a. QUBS (Adam) -
    - i. QUBS meeting
    - ii. Adam will share updates from QUBS outreach team meeting tomorrow via email
  - b. Faculty and RTP (Hana) -
    - i. Fumehood project - Dave Gerhich (sp?) - want to revamp and replace or remove fumehoods to reduce emissions - 8 tonnes of CO2 per year per fumehood - trying to get more feedback on fumehoods that could be removed or shared
    - ii. Looking to revamp website
    - iii. Ugrad studies:
      1. Cancelled 212, 402 online, 403 on campus. Request has been put in for 537 thesis and 540 mentorship students to be on campus in winter term - profs can apply for their students to be on campus

2. Displaced students from cancelled courses - department has increased capacity in all core courses
  3. Department halfway through reassigning TAs from 212, everyone will be reassigned eventually
  4. Field courses - trying to figure out distanced or virtual field course (i.e. where students do something in backyard or park) - looking for ideas
  5. Chin-Sang: looking to get extra TAs to run zoom meetings in introductory courses, be in charge of breakout rooms etc.
- iv. Queen's is now listed as designated learning institution - now open to international students - international students will be able to get TAships - right now international students included in pool of TAs to be reallocated
  - v. Next meeting Nov 30th
- c. Alumni/Graduate Committee (Jessie) -
    - i. Finally had meeting (last week)
    - ii. Jessie brought forward amendments to Guide to Grad Studies - generally to make exit procedures more clear (for defenses etc.)
      1. Brought forward 3 main points - they didn't get discussed but Jessie proposed them and sent committee a doc outlining them - committee will meet in next few weeks to decide things - someone on committee will be assigned to fixing the Guide to Grad Studies with us
      2. Major things:
        - a. Want it to be a rule in Guide that anyone on a committee must read a student's thesis within 10 days of student sending it to them and submit their review to chair within these 10 days - right now they only need to do it the day before - if thesis has major issues would rather find out earlier
        - b. More clearly defining what referred or failed defenses are
        - c. If you were to fail or be referred, people on your defense committee should give specific reasons within a week
      3. Some of these may be more limited by SGS and not in Bio Dept's power
    - iii. Shelley: talked about EDI, was hoping to put forward increasing recruitment for BIPOC students, nothing decided but wanted to start a conversation on it
    - iv. Idea proposed to start up a rotation for MSc or PhD students where they can do parts of their thesis in different labs - no decision made on this - discussion focused on logistics of it - in relation to EDI this would give

- students exposure to research they might not otherwise get - but this option would be available to all students, not just equity-seeking groups
- v. Allen: issues with mentorship course - you don't get a credit for it -  
Regan: you get a credit but doesn't count as one of your 4 courses -  
seminar course also has issues - it's hard to get a hold of Seroude to plan your exit seminar - very few resources, not rigorous -
  - vi. Jessie: Jacqui wanted to improve the biograd program, including the seminar course - i.e making it mandatory for profs to attend seminars to build community
- d. SGPS (Emilie & Chloe) -
- i. Next meeting tomorrow
  - ii. Chloe: update on SGPS investment in fossil fuels - VP of finance - they did vote last year to divest
- e. International (Harsha & Peiwen) - No update
- f. Union (Heather) -
- i. Sent out report before - already several grievances about hours worked, want to make sure everyone tracking hours for RAships and TAships, they have time tracker excel sheet - you can download - updated this year to include features that better suit needs of RAs and TAs - app not yet available but stay tuned  
<http://psac901.org/cwhtimesheet/>
  - ii. Both employer and employee's job to stay up to date on KFLA guidelines to ensure safe working environment
  - iii. Reimbursement for remotely working employees available (office furniture doesn't count :( )  
<http://www.queensu.ca/humanresources/news/information-reimbursing-expenses-incurred-employees-working-remotely-during-covid-19>
  - iv. \$1000 lump sum available for postdocs and teaching fellows who have had to converted courses to be online for spring 2020, fall 2020, winter 2021
  - v. New bursaries
    - 1. University health insurance plan bursary
      - a. union is offering \$200 CAD for up to 30 migrant members to offset the financial hardship that comes from the lack of options to opt out of UHIP or have it covered by the employer (as UHIP is a precondition to be able to work at the university)
      - b. Announcement of this and applications available in November, application deadline will be in January 10, 2021

- c. Criteria: just need a UHIP enrollment slip, bursary is first come first serve basis
  - 2. Hardship bursary for equity-seeking members
    - a. \$400 per application for 15 applicants
    - b. Announcement and applications this month (November)
    - c. Applicants must be equity seeking, bursary is to cover expenses related to things such as repair and maintenance of accessibility equipment(s) for members with disability, expenses borne for social insurance number (SIN) extensions by migrant members, or other forms of unequitable hardships experienced by our members which create employment barriers for application will need proof of expense
  - 3. Bursary for trans members
    - a. \$2000 for 5 members
    - b. to cover expenses that are not covered by Ontario Health Insurance Plan (OHIP) or other comparable provincial health plans for domestic members, and UHIP for migrant members, and also includes both expenses borne for surgical procedures, post-surgery recovery, and any employment loss during the period of recovery
    - c. application requires proof of expense, can include expenses already paid or anticipated expenses
  - g. EDI (Sam & Kristen) - No update
  - h. Post-doc (Wendy) - No update
  - i. Undergrads (Danica) -
    - i. Having event Nov 12th - Chats with Grads - similar to Chats with Profs, more of a casual setting for undergrads to talk to grad students - Regan and Nell will circulate info to grad students, there's a form to sign up - event will be over zoom with breakout rooms to talk to undergrads
- 5. Update from Social coordinators (Ryan & Emma) -
  - a. Trivia starts Nov. 12th @ 8pm
  - b. Brainstorm things to do for Christmas party
    - i. If it's snowy - x-country ski rentals at Little Cat Creek Conservation Area
    - ii. Backyard crawl? Will profs host us in backyards? Grad students could come by in rotating groups to maintain social distancing
  - c. Some sort of between-lab competition instead of doors?
    - i. Snowmen?

- ii. Each lab makes their own holiday themed card - post them on bio website or something - decide who has the best holiday card
    - 1. Twitter - post poll and then anyone can vote on it
- d. Among Us
- e. Outdoor snowy hide and seek
- f. Send ideas to emma
- g. Canoe trip went well - 11 people came
- 6. Update from Academic (Hayden) - No Updates
- 7. BGRS update (Allen) -
  - a. Formed committee, 8 or 9 members
  - b. Trying to get Jane Goodall as plenary speaker - her speaker fee is quite high - Allen looking into the Queen's Distinguished Speaker Grant
  - c. Sean will bake bread, masks with BGRS logo
- 8. Discussion
  - a. Any thoughts on the constitution amendments?
  - b. Nell and Regan will send out amendments to grad students, next general meeting will discuss