**Agenda**

Meeting of the Concurrent Education Students’ Association Council

Sunday, September 25th, 2016

6:00 PM, Dunning 12

1. **Motion #1 -** Adoption of the Agenda of the meeting of September 25th, 2016

Moved by: Jena Bowden

Seconded by: Jacob Gardhouse

1. **Motion #2 -** Approval of the Minutes of the meeting of September 11th, 2016

Moved by: Jena Bowden

Seconded by: Jacob Gardhouse

1. **Speaker’s Business**
2. **President’s Report**
3. **Vice Presidents’ Reports**
	1. Vice President (Internal)
	2. Vice President (External)
4. **Executive Administrator’s Report**
5. **Events Director’s Report**
6. **Marketing and Design Director’s Report**
7. **Treasurer’s Report**
8. **Academic Affairs Commissioner’s Report**
9. **Equity Affairs Commissioner’s Report**
10. **Senator’s Report**
11. **AMS Representative’s Report**
12. **Year Representatives’ Reports**
	1. Second Year Representatives
	2. Third Year Representatives
	3. Fourth Year Representatives
13. **CESA Clubs Director’s Report**
14. **QCE Chair’s Report**
15. **Head Teach’s Report**
16. **Statements by Members**
17. **Question Period**
18. **New Business**
	1. **Motion #3 –** CESA Academic Affairs Feedback Committee

Moved by: Katey Day

Seconded by: Jacob Gardhouse

*That CESA council appoint four members of the association to the CESA Academic Affairs Feedback Committee, with Katey Day as the Chair.*

* 1. **Motion #4** – Job Description Housekeeping

Moved by: Jacob Gardhouse

Seconded by: Sherri Patterson

*That CESA Council amends the Job Description Policy Manual as outlined in Appendix: Job Description Housekeeping.*

* 1. **Motion #5** – Settle the Catan

Moved by: Erin Silverberg

Seconded by: Sherri Patterson

*That CESA Council re-ratify the Settlers of Catan Club as a CESA Club.*

* 1. **Motion #6** – We gotta (Home)WRC it out

Moved by: Erin Silverberg

Seconded by: Sherri Patterson

*That CESA Council re-ratify the Con-Ed Homework Club as a CESA Club.*

* 1. **Motion #7** – It’s right to have the right to write

Moved by: Erin Silverberg

Seconded by: Sherri Patterson

*That CESA Council re-ratify the Creative Writing Club as a CESA Club.*

* 1. **Motion #8** – Feelin’ a lil crafty

Moved by: Erin Silverberg

Seconded by: Sherri Patterson

*That CESA Council re-ratify the Crafts for Kingston Kids Club as a CESA Club*

* 1. **Motion #9** – You’ve got the Music in Me

Moved by: Erin Silverberg

Seconded by: Sherri Patterson

*That CESA Council re-ratify the Queen’s University Student Music Educators Club as a CESA Club*

* 1. **Motion #10** – Acs, Snacs, We’ve Got Your Bacs

Moved by: Erin Silverberg

Seconded by: Sherri Patterson

*That CESA Council ratify Acs & Snacs: The Con-Ed Study Club as a CESA Club as per the Club’s Charter as given in Appendix: Acs, Snacs, We've Got Your Bacs.*

* 1. **Motion #11** – It’s Lit(erature)

Moved by: Erin Silverberg

Seconded by: Sherri Patterson

*That CESA Council ratify the Con-Ed Book Club as a CESA Club as per the Club’s Charter as given in Appendix: It’s Lit(erature).*

* 1. **Motion #12** – Old Skool

Moved by: Erin Silverberg

Seconded by: Sherri Patterson

*That CESA Council ratify the Words with the Wise Club as a CESA Club as per the Club’s Charter as given in Appendix: Old Skool.*

1. **Discussion Period**
	1. Guest Speakers – GPS
	2. CESA Clothing - GPS
2. **Speaker’s Last Word**
3. **Adjournment**

**President’s Report**

**Jacob Gardhouse**

Hey CESA Council!!

Week 2 is over, Week 3 is upon us. I’ve been really pleased with how all of are events and initiatives have been going so far during these last few busy weeks! I can’t wait to see what we have in store for the rest of the year. Congratulations Here are some updates from me:

**Meeting with Joyce**

Joyce and I went through some accumulated mail from the summer and ensured our finances were still all in order with TD and they were (yay!) Remember to follow procedures for financial things like reimbursements and bursaries. We will also be purchasing a new clock sometime soon for the Con-Ed Office. If you think of anything else you think we could use in the office please let either Joyce or I know.

**Anti-Oppression and Positive Space Training**

Dates on these will be coming up soon!!! As always, keep your eyes locked on your emails for further updates!!

**ASUS Presidents’ Caucus**

I met with Darrean (ASUS President), Brian (ASUS VP), Aniqah (COMPSA President) and Matt (PHEKSA President) to converse about individual goals from each society, as well as some mutual goals we have as sibling societies. I’m looking forward to these meetings, as they provide a lot of collaborative and mutually beneficial oppourtunities for all of the societies involved.

**AMS Assembly**

At the time of writing this report, Assembly has not taken place yet, but I will definitely update you with major highlights at our meeting on Sunday! However, the agenda shows that we will be quite busy, including appointing a Deputy Speaker, ratifying members for the Judicial Affairs Committee, approving budgets, and considering constitutional changes regarding our OUSA membership and student fees.

**Meeting with Dean Rebecca Luce-Kapler and Interim Associate Dean of Undergraduate Studies Don Klinger**

Sherri, Carma and I will be meeting with Dean Rebecca Luce-Kapler and Interim Associate Dean of Undergraduate Studies Don Klinger quite soon! We are excited to start working with them in order to ensure the CESA and the Faculty of Education are cooperating and prioritizing the needs of Con-Ed students.

As always, let me know if you need anything at all.

Thanks for reading my report,

Jacob

**Vice President (Internal)’s Report**

**Carma Steenkamp**

Hi everyone!

Wow hard to believe week 2 is already done and that Con-Ed Camp will be over by the time this meeting happens!

**[Buddy Picnic]**

We couldn’t be more proud of all the hard work that Alex and Chloë put into making the Buddy Picnic as great of a success as it was. They did a fantastic job of taking the vision we had and implementing it to try to welcome first years to Queen’s and into the faculty by helping create stronger relationships between buddies to help first years adjust better to their new school environment.

**[Year Reps]**

The year reps have all kicked off the year to a good start with their own respective projects and events and I look forward to working with them as they continue to create fun and diverse opportunities and events for their years.

**[Athletic Coordinators]**

The Athletic Coordinators had a successful night at the Tricolour Open House for intramurals signup. Contact either Michelle or Gabriel if you have any questions.

**[ASUS]**

ASUS is looking at implementing ASURF. This would be an opt-outable fee that would help mitigate the costs that professors need to pay in order to take on research students, making it more feasible for arts and science students to take part. This is still in the beginning of a discussion to see what different opinions are.

From Con-Ed, I would like to know if students are willing to entertain the idea of an opt-outable fee. All Con-Ed students, being under Arts and Science will be eligible as long as they pay the mandatory ASUS student fee.

If you have any feedback or input please message me or talk to me so that I know how to make sure Con-Ed students are best considered in the forming of this were it to go through.

**[Con-Ed Camp]**

Con-Ed Camp is this weekend so I will give you the final update at the meeting!

Have a great week!

Carma Steenkamp

Vice-President (Internal)

**Vice President (External)’s Report**

**Sherri Patterson**

Hey hey hey! You're all superstars.

MEETINGS

I had none, ha. I couldn't attend the TELC meeting last week because I had class (which I have since dropped). I still have not received the minutes, but when I do, I will give you all an update about that. I was also all prepared to go to the Faculty Board meeting this month, only to find out there wasn’t actually one for September, so it's been a relatively quiet month in terms of meetings.

EXTERNAL UMBRELLA

Everyone has been working SO hard! I'm happy with the way our first few events have panned out/are coming along and I know the Events Umbrella would really appreciate having you all come out and/or volunteer. CESA Clubs has a few new clubs coming in this year and I'm really excited about them (Erin will tell you more!). I was able to go to some of the QCE Meeting this past week and I can't wait for everyone to hear more about the theme and workshops they've planned because it's sounding AMAZING.

It's been a quiet week but man, it's barely even week 3 and I'm exhausted. Hmu if you want to get coffee.

Sherri Patterson

**Executive Administrator’s Report**

**Jena Bowden**

Hello Council,

I hope you’ve had a great week 2!

Office hour training has now been completed by everyone on council (until the vacant positions are filled). The office is looking clean and it has been very welcoming every time I have come in. Thanks so much to everyone that is working so hard to make it a professional and social environment. And also a big thank-you to everyone that has been throwing their food-waste in the garbage outside the office – you are the real heroes!

I have been working hard in the last couple weeks to get on top of room bookings, event proposals, hiring information, etc. With that in mind there are a few things that I need to go over.

First, I have included a link to the Con-Ed Office Procedure Google Doc (this will also be linked to the top of the Facebook page. Please fill out this form if there are any procedures that you need people to know how to do when they are in the office i.e. selling tickets, selling specific merch, etc. The form needs to be filled out well in advance of whatever procedure is starting in the office. I need to have time to convert it and then put it on the iPad for everyone. If I do not have sufficient time to do it I will let you know and you will be responsible for writing out procedure to go on the bulletin board. I do have a lot of Google forms to watch right now with hiring and stuff going on, so if you do fill one out it might be a good idea to message me to let me know you’ve filled it out.

***Office Procedures Form:***<https://docs.google.com/forms/d/e/1FAIpQLSc2tDk5GKcBHEDcu0hoxpAQ1HNTe32nIV03KjcyfPr67QhEiQ/viewform>

As I mentioned I have been working very hard on event proposals and marketing forms. Please remember that if you are planning to have an event, meeting, etc. you need to fill out the form. It is located at the top of the Facebook page and also under this paragraph. It needs to be filled out as much in advance as possible, 2-3 weeks is preferred. The Room Booking Service has been very slow and bogged down with bookings so there have already been a few instances where they did not process my request in time. Having the form in early is also beneficial to anyone else involved i.e. marketing and design, photography, etc. That way they have ample time to plan and coordinate. Please make sure if you or anyone in your umbrella is thinking about planning an event or meeting that is open to all Con-Ed students they fill out the request form as soon as possible.

***Marketing and Events Request Form:*** <https://docs.google.com/forms/d/e/1FAIpQLScqLndj496fZaZVP5NJgJPZiGIH6f5ZTDisJRf0B2h4FBtVtw/viewform>

“Keep on Keeping On” – Quoted from Katey Day’s email to me, 2016

Jena

**Events Director’s Report**

**Emilie Watson**

Hey Everyone!

I hope your first two weeks back have been great ☺ Here’s what the Events Umbrella has been up to the past 2 weeks…

**Community Affairs**

Lindsey has been working to finalize details about the Charity Pancake Breakfast, which will be held on Saturday October 1st at 10:30AM. The event will be located in City Park and we would LOVE to see you all there! We are looking for as many volunteers as we can gather, so if you’re at all interested, please let Lindsey know via email at communityaffairs@cesa.queensu.ca. She’ll be going to PROF classes to recruit volunteers, but word of mouth is very powerful and we’d appreciate all the chatter we can get! Thanks for your help with this!

Additionally, the first CommComm meeting will be held on Monday September 26th location and time TBD, so mark your calendars if you’re interested in being part of the team this year! Thank you!

**Alumni Homecoming Director**

Ishta has been hard at work over the past few weeks, as her events that will take place over homecoming weekend are fast approaching. The StuCons have approved all of the events and she is in the process of finalizing the details. Here is the schedule for the weekend:

**Friday October 14th**

“What the Mind Can Conceive!” presentation by Bill Belsey (ConEd'81) in Duncan McArthur Aud 7:30-8:30

\*Note that this event is planned by the Faculty of Ed, not the Alumni Homecoming Director

“Wine and Cheese in B.Ed” in the Duncan McArthur Mezzanine 9:30-11:30

\*QCE may be having a raffle of some sort between the speaker and Wine and Cheese event

**Saturday October 15th**

“Breakfast in B.Ed” in the Duncan McArthur Mezzanine 10:30-12:30

Silvering outside Duncan McArthur 12:30-1:00

Football Game at Richardson Stadium 1:00-4:00

In the next few weeks, Ishta will be needing a couple volunteers to help her make some phone calls to alumni inviting them to these events. If there’s anyone that would like to help her with this, she’d appreciate any and all volunteers! You can reach her via email at homecomingalumni@cesa.queensu.ca or via Facebook message. Thank you!

She will also be sending out an email to all Con-Ed students in the next week letting them know about the events and all the opportunities to get involved with current students and alumni! Additionally, she’ll be sending out another email to alumni in hopes of getting some more registrations. She’ll be advertising through email, weekly blurbs, Facebook events, and PROF talks, which she will organize through year reps and other students in each class.

In preparation for the events, Ishta is in the process of ordering some wine for the open wine bar at Wine and Cheese in B.Ed and will be making a slideshow of current Con-Eddies (taken from different events to date) to be playing in the background.

**Workshop Coordinators**

Anjini, Jessee, and I are all very excited about the upcoming Fall Workshop Week! They’ve put a lot of work into it and are finalizing the details as the week is fast approaching! The speakers for the events will be as follows:

Monday October 17: Kevin Reed – Aboriginal Education

Tuesday October 18: Ian Brown – Mental Health

Wednesday October 19: Chuck Dowdwall – Poor Literacy

Thursday October 20: Darlenne Scarlett – Special Education

These presentations will be daily from 6:00-7:30 (ish), exact location TBD. Anjini and Jessee will be advertising via Facebook events, emails, weekly blurbs, and prof class talks.

We would love to see you all come out to one (or more!) of the workshops. Word of mouth is very powerful so please share these events with your friends. Also remind them that we do offer certificates for the completion of these workshops, which can be used towards professional development (yay!).

**Social Affairs Coordinators**

Thank you to everyone who came out to the first social at the Grizz! It was great to see so many people there! Maddy and Olivia surpassed their goal for attendance and we’re all very happy that it was so successful!

Their next event will be happening on Thursday October 6th and it will be a photo scavenger hunt. They will be making teams on the night of and each team will have a list of activities to complete in a set amount of time. Whichever team completes the most activities wins!

The Social Affairs Coordinators will also be visiting PROF classes in the next week to advertise some of their upcoming events, so keep an eye out for them there!

Events out xoxoxo

**Marketing and Design Director’s Report**

**Oshaen-Lynn Swartz**

Hey Council!

Anybody else ready for October weather??

I’ve posted a lot of events and infographics on Facebook these past couple of weeks, so I’ve been quite busy. As most of you know, my laptop was out of commission for a part of this week, but I have it again – yay! I apologize to anybody who’s recently submitted a proposal form. I also intend on updating the cover photo on our Facebook page and website soon to freshen up our look.

Reminder to invite all your friends to any Con-Ed events, share events on Facebook, etc. to increase our attendance.

**IT Admin**

John’s been working on some more updates on the website (thanks John!). If anyone has any issues concerning IT, please contact him promptly.

**B.Ed Spread**

B.Ed Spread had a recruitment event this past week, at which one first year was present (better than none!). Another reminder that everyone must submit at least one B.Ed Spread article during their term. Connie and Jansen are currently working on a schedule for council member article submissions this year. Please contact them ASAP if you have a certain time preference.

Stay tuned for our first edition! We have a lot of diverse people contributing a revised design to look forward to.

**Merchandise**

Cameron and I will be meeting on Friday to discuss current and upcoming merchandise. Get excited! Cameron’s also been working on clothing with Matt and Seb, which is going swimmingly.

**Photography**

Celine was at the trivia social last Wednesday to take photos and has been working with Laura, last year’s Photography coordinator, to develop her editing skills.

Good luck on week three!
Oshaen

**Treasurer’s Report**

**Joyce Chiang**

Hey Council,

Not a whole lot has gone down in the past month. I’m looking to schedule a meeting with the bank to discuss potential long term investments.

Stay rad,

Joyce

**Academic Affairs Commissioner’s Report**

**Katey Day**

Hello CESA Counil/Extended Council!

Happy End of Week 2!! I hope everyone who attended Con-Ed Camp had a blast and that everyone who didn’t had a lovely weekend as well. ☺ There is not too too much to report from the world of Academics this week …..

ACS & SNACS: THE CON-ED STUDY CLUB

I am very excited to be going through the process to (hopefully) ratify our new Con-Ed Study Club. I envision Study Club as a way for Con-Eddies of all years to get to know each other and have a space of their own to study one evening a week. We hope this club encourages students from all years of Con-Ed to come out, do some homework, and meet new friends!

CESA ACADEMIC FEEDBACK COMMITTEE

I am also very excited to bring forth a motion at tonight’s meeting to establish a CESA Academic Feedback Committee. This committee will work with me to go through the results of the Academic Survey that was conducted in the previous school year and prepare a formal report to give to the Faculty of Education. I believe this committee will be very beneficial to the Con-Ed community because it will ensure we gain a variety of different perspectives on the feedback we received and ensure we prepare the best, most comprehensive report possible. Jacob Gardhouse will sit on this committee as an impartial member, and four members of CESA Council/Extended Council (that’s you!!) will be appointed to the committee tonight. I look forward to updating you more on this in the near future!

That is all from me this week! Good luck with Week 3! ☺ Keep on keepin’ on!!

Katey Day

Academic Affairs Commissioner

**Equity Affairs Commissioner’s Report**

**Kerri Lee**

Hope everyone had a great 2nd week back at school!

**Bursaries**

All of the cheques have been picked up for Con-Ed Camp. Joyce, Afsheen and I met to discuss the whole process and we will be continuing to refine the bursary process. We experienced a few (but significant) obstacles that we would like to address for the next rounds of bursaries (for example, policies regarding last-minute cancellations, a minimum amount to award to each recipient, etc).

**Anti-Oppression Training and Positive Space Training**

We will be organizing Anti-Oppression training sessions through correspondence with the Social Issues Commissioner of the AMS. We will most likely be running this training during the CESA council retreat (date TBA). Positive Space Training will also occur once all of the new hiring has taken place.

**Let’s Talk Tuesday – and new Let’s Talk Box!**

Let’s Talk Tuesday has officially started! Each Tuesday we will feature a photo on the CESA Facebook Page that relates to relevant issues to spark dialogue about equity and to encourage students to share their opinions and offer their ideas. We have a new Let’s Talk Box where students can come in and contribute their ideas/ask questions anonymously on paper (we have several prompts: this week included: “What does equity mean to you?”; “How would you define equity in 3 words?” and “What questions do you have about equity?”)

**Equity Caucus**

Equity Caucus is a forum for dialogue chaired by the Social Issues Commissioner of the AMS (Lea Keren). The Equity Caucus acts as an advisory body for consultation on issues of marginalization and equity, consisting of one representative from each faculty society within the AMS. We also mandate to implement independent initiatives that aim to create more equitable campus. I am looking forward to our first meeting, which is on October 12th.

***You’re braver than you believe, stronger than you seem, and smarter than you think. ~Winnie-the-Pooh (A.A A. Milne)***

Kerri Lee

**Senator’s Report**

**Scott Kell**

Hello everyone!

The first Senate meeting of the school year is on Tuesday (aka ~\*~my bday~\*~).Afterwards it is the Principal’s Reception where I will be hobnobbing with other elected members of Senate, the Deans, the Principal, Provost, and other ex-officio members of Senate.

A few minutes ago I was at the Student Senate Caucus (SSC) meeting which I’m sure was informative and useful. My role as the Vice-Chair is still new to me, and the previous Vice-Chair never transitioned me so this is a fun learning experience for everyone involved. I look forward to organizing the Caucus socials, orientations, and assorted fun times.

At the Senate meeting there will be reports on a few new degrees, programs, and diplomas. There is a motion to dissolve the Senate Committee on Non-Academic Discipline (SONAD) as the NAM Sub-Committee has taken the majority of SONAD’s responsibilities. The Fall Term Break Task Force (TFBTF) has its Terms of Reference and membership updated, and if any of you would like to serve on that task force please let me know.

I’ll probably be saying some words during the meeting, but if they evolve into sentences I shall let you know.

Thanks,

Scott

**AMS Representative’s Report**

**Tiffany Wong**

Dear CESA,

Here are some updates from the AMS Assembly meeting on September 22:

AMS Interim Harassment and Discrimination Procedure: AMS Assembly voted in favour of adding a harassment and discrimination procedure to its constitution. The purpose of this procedure is intended to be a proactive measure to prevent Discrimination and Harassment in the workplace. This procedure satisfies legal requirements including those of the Human Rights Code and the Occupational Health and Safety Act.

Social Issues and Peer Support Centre: Assembly members voted on the implementation of an Accessibility Queen’s Restricted Fund through which all revenues and expenses for AQ shall flow. Members of Assembly also voted on constitutional changes to the Peer Support Centre. PSC Volunteers shall solely be hired in the Winter semester, allowing the incoming Peer Support Centre Manager to join Coordinators and Shift Leaders on the hiring panel. Another change is the addition of bystander intervention training to the Volunteers’ initial training session. Hurray for training and peers helping peers!!!

Best,

Tiffany

**Second Year Representatives’ Report**

**Chloë Demizio & Alexandra da Silva**

Hello Everyone!

 Here’s what we’ve been up to over the past couple of weeks:

Buddy Picnic

 This past Saturday, we held the CESA Buddy Picnic on Summer Hill. We were very impressed by the overall turnout and participation from both the Upper Year and First Year Buddies. We had over 200 people sign up and close to 100 show up for the actual picnic. We cannot thank everyone that was involved enough! All of your participation and commitment to the Buddy Picnic program throughout the summer and over the past couple of weeks is what truly made this event such a success.

Photo Contest & Giant CESA Logo

 Over the summer, Alex created a life-size model of the CESA logo. We were very happy to use it for the first time at the Buddy Picnic. We encouraged each buddy pairing to take a photo with the logo and to post on either Facebook or Instagram with a caption including #CESAbuddypinic. We decided to turn this into a fun contest, and will be randomly selecting two or three pictures that will receive a little prize. The winners will be announced at the meeting, and the prizes will be dropped off in the Con-Ed office at some point over the week, along with the names of the winners for them to come pick up. Also, Alex will be dropping the logo off at the office at some point this week as well, so that everyone will be able to use it for their events.

Our First Year Event

 We are happy to announce that our first event of the year will be a movie night! We are hoping to hold the event on Saturday, October 1st at 7:00pm. We are planning on having a school-themed movie night. We will be using a poll on the Facebook event page we will be creating, so the 19’s will have the opportunity to vote on what movie they want to watch. Also, we will be having a cupcake decorating bar, complete with mini cupcakes, icing and candies!

Email

 We have not sent any emails recently, as we are still having issues logging into our account. So if anyone has emailed us, we apologize for not responding. As soon as the issue is resolved, we will be sending an email out to all of the 19’s.

Thank you!

Al-oë (Alex and Chloë)

**Third Year Representatives’ Report**

**Sebastian Faudemer & Matt Rowland**

Hey everyone,

Last Saturday we hosted our Welcome Back Barbecue with Gillian and Erica. There was a great turnout from 3rd and 4th year students and fun to be had by all. We as well raised a good amount of money for B.Edder 4U so that’s also pretty dandy. Other cool things we’ve done in the past few weeks is meet with Cam to start talking about potential items for Con-Ed clothing (including a new ~mystery~ item). We will select the final items for clothing soon along with procedures and the like within the next week or two. Other than that we’re looking at what our next event will be with plans for an October timeline.

Your Third Year Reps,

Matt and Seb"

**Fourth Year Representatives’ Report**

**Gillian McMurry & Erica Pasternak**

Hello everyone,

**3rd year-4th year BBQ**We were very pleased with the turnout at the BBQ on Saturday the 17th. The rain held off just long enough for successful BBQ-ing and everyone seemed to be having a good time ☺ We would really like to thank Matt and Seb for all of their hard work as well! You guys rock!

**Office Fridge Snacks**Snacks are finally in the office fridge! This time around we have found some granola bars, some crackers and hummus dip and everybody’s childhood favourite of cracker and cheese dip.

**Upcoming Year Events**We have begun the process of planning another year event for early October which will be a sports day. We hope to play soccer baseball, Frisbee and other games as well.

Cheers,

~Erillian~

Erica Pasternak and Gillian McMurray

**CESA Clubs Director’s Report**

**Erin Silverberg**

Hi everyone,

Hope you are all having a wonderful start to school! The past two weeks have been quite busy for CESA Clubs (and I’ve done almost no schoolwork ha). The good news is we will have clubs ready to go (mostly) by the end of this meeting!

I had my last start of school marketing Clubs event on Tuesday the 13th - Tricolour Open House. It was pretty successful and we had lots of people sign up for clubs. Between Sidewalk Sale, CESA Pizza lunch, and Tricolour Open House I had around 200 people sign up for information on CESA Clubs.

I also met with all the club leaders last week. I asked them about their clubs, as it was the first time I had officially met most of them. I also asked some standard questions like if they needed money from the budget, room bookings, how they contacted members etc. The meetings all went well and were productive.

On Monday the 19th I had Clubs Info Night. That also went very well and the snacks were a big hit (except for giving Katey Day an allergic reaction oops). I gave a powerpoint presentation on the process of creating a club and went over the application.

Since Clubs Info Night I have been working with people interested in starting a club. As of now we have 2 (maybe 3???) potential clubs. I met with 2 club leaders this week and filled out the applications with them. Both meetings were successful and the club founders are at the CESA meeting to speak about their club and potentially be ratified. Additionally, we may have a third club also fill out an application and be ratified.

Overall, it’s been a busy two weeks for CESA Clubs, but I am super excited for the next couple weeks as the clubs finally begin running! Hope everyone has a great week 3 and 4!

Erin

**QCE Chair’s Report**

**Seane Thorman**

Hey friends!

Hope everyone is enjoying getting back into the swing of things at school. Planning and advertising for conference has been going extremely well!

We are going to Trent Conference on Education this weekend. We are really excited to see how Trent approaches their conference, and what new ideas they have. We will update you on how the conference goes at the meeting.

Marisa is keeping busy looking for sponsors both inside and outside of the Queen’s community. She would like to let you all know that if you find any spare change lying around, she is more than willing to take it.

Alexandra is in the process of ordering the new clipboards this year, and making advertisements for all of our upcoming events. I would recommend checking out the website as it is completely redesigned and looks amazing, as well as following us on Facebook to stay updated.

Finally, we would just like to thank everyone that supported QCE’s VIEWS (from the 613) event! It was very successful, and we are so happy with the turnout, so we can’t thank you enough.

Stay tuned for our theme reveal in the upcoming month!

Until next TIME,

Queen’s Conference on Education Executive Team 2017

**Head Teach’s Report**

**Emma Soars**

Hi Everyone!

It’s so nice to see everyone once again, I hope everyone had a wonderful summer and is having a stress-free start to the school year!

I’m going to try and keep this short, since I could ramble on about this for days. I promise that this will be the longest I will ever speak at one of these meetings.

So I thought it might be best to just provide some highlights from the week! That being said if there’s something that I don’t mention that you’re curious about please feel free to ask me right now or shoot me an email etc.

**Breakfast in B.ed**

This year marks the 4th year that Breakfast in B.ed has been apart of our Orientation Week. The event acts as a forum for incoming students to learn about the various initiatives on campus, which are dedicated to supporting every student’s mental health. This year we were really lucky to have Mike Young and Cam Yung attend as our two speakers. The event went off smoothly and I’m excited to see where this event goes in the future. Mental Health is one of those causes that never stops being relevant and I’m really proud of Con Ed for being so proactive.

**CESA Pizza Lunch**

We once again held the annual CESA Pizza Lunch, which I’m sure many of you are familiar with. While it’s a very relaxed event its usually the first time that the incoming students get to truly learn about CESA and how they can get involved specifically within our faculty.

Thank you to Jacob, Sherri and Karma for sponsoring this event, and to all of you for spending your time helping the incoming students understand what CESA is all about. I’m really excited to see all the new faces at these meetings in just a few weeks!

**Take a Byte out of Campus with Comp-Sci**

The event operates as a tour of the campus and has drastically changed over the past few years. 2016 marked the second year that we paired up with Comp-Sci for our event, and because of this it seems to be one of the most popular of our events. This year the day group decided to not only focus on a tour but decided to give the event an ‘Amazing Race’ spin in order to engage the incoming students and in order to create a friendly competition between mixed groups of Con Eds and Comp-Sci students. Rebecca did a wonderful job overseeing the event and the day group really worked hard to fix the little bumps of the past. I think that in future focusing on generating more inter-faculty events will help our week progress.

**Camp Con Ed: Charity Event**

This event was my baby. When I was appointed to oversee this event, my main goal was to figure out a way to promote this event and to ensure that we had a bigger turnout than we have in years past. That did not happen, we had a total of 2 children, but what I can say is that those two kids had an amazing time. And I still think it was one of the most successful years we’ve had. The day group really put a lot of time and effort into this event. The changes they made included hosting the event indoors on West Campus, selling Easter Seals bracelets and organizing a small raffle. In total we raised $517. It was my favourite event throughout the week, we had a beautiful group photo with Zoë (one of the attendees), I learned how to make these super cool bracelets. I was just so impressed with the energy and I really think that there was a big step in the right direction this year. Within the next week I’m going to be meeting with my contact, Krista, to assess the event and to hand off the cheque to her!

**White’s Farm**

As some of you may have heard, Con Ed Orientation Week moved our Taming Ceremony from Wolfe Island this year.

The White’s reached out and asked us to relocated to their son’s farm, as they are having difficulty keeping up with us as they grow older. While it was sad to leave Wolfe Island behind, this new tradition was clearly the right choice for our week. The new farm provides us with more useable space than before, has a newer, upgraded barn and we still get to continue the wonderful hayrides. We were hoping that since we moved that we would avoid the rain curse, however that was not the case! Due to a tornado warning the event had to be cancelled. The White’s family was so incredibly accommodating to us, when the storm hit they ensured that we were all safe and as comfortable as possible. I couldn’t be more thankful to them. Since we did have to end the event short, the Taming Ceremony was postponed until last Sunday. We held the event in City Park and I was stunned by the turnout. It’s one thing to see hundreds of people cheering during Orientation Week but to see them one week later, cheering louder than before left me speechless. Yes, the event was different than past years but the energy and atmosphere was indescribable.

Ultimately, my team and I are extremely happy with how the week turned out; I think its safe to say that the week was a success. We’ve had quite a few incoming students approach/reach out us to thank us for our hard work and dedication and to let us know how much they’ve enjoyed the week. And that thank you doesn’t just belong to the exec and myself; it belongs to the amazing group of Teaches and to all of you. I just want to express my deep thanks and gratitude to all of you for your continued support. We should also be so incredibly proud of the Teaches this year, their leadership and compassion was so crucial to this week’s success. Not once did I worry about their ability to care and provide for the incoming class.

**New Business**

**Appendix: Job Description Housekeeping**

*From The CESA Jobs Policy Manual*

**ARTICLE 1. DUTIES OF THE EXECUTIVE**

**1.01 Duties of the President**

1.01.01 The President shall:

(a) be a voting member of Council and is required to attend all Council meetings,

(b) oversee the running of all Association affairs, ensuring that all members of the Council and Extended Council are properly supported in their duties and responsibilities,

(c) act as a resource for the Executive Administrator, Speaker, Senator, Treasurer, Representative(s) to the AMS, Academic Affairs Commissioner, Equity Affairs Commissioner, Equity Outreach Coordinator Head Teach, and the Council Clerk(s), ~~Equity Affairs Commissioner~~,

 (d) represent the Association on social and ceremonial occasions,

(e) represent the Association on, be a voting member on, and advocate on students' behalf to:

 i) AMS Assembly

 ii) AMS President's Caucus

 iii) ASUS President's Caucus

 iv) Faculty of Education Strategic Planning Committee

 (f) hold monthly meeting with the Undergraduate Dean of Education to advocate on students' behalf and to progress long term plans of the Association and Faculty of Education,

 (g) be responsible for communicating with Trent Concurrent Education Students’ Association,

 (h) act as an ambassador for the Association at the Alumni Dinner hosted by the Faculty of Education along with two other Council members, if possible,

 (i) approve Orientation Week events and handbook,

(j) write a report at the end of the first semester and before leaving office that outlines, in detail, the work completed to date and long term goals of the Association. This report shall be written in conjunction with the Vice President (Internal) and Vice President (External) and shall be made available on the Association website and in Con-Ed Office.

(k) Act as a mentor and work with their First Year Intern.

(l) Participate in hiring the Orientation Executive; if unavailable then the Vice President (Internal) or Vice President (External) may take their place.

**1.03 Duties of the Vice President (External)**

1.03.01 The Vice President (External) shall:

 (a) be a voting member of Council and is required to attend all Council meetings,

 (b) act as a resource for the, Alumni Homecoming Coordinator, ~~Equity Outreach Director,~~ CESA Clubs Director, Conference Chair, and Events Director, including the Community Affairs Coordinators, Social Affairs Coordinators, and Workshop Coordinators,

 (c) represent the Association on, be a voting member on, and advocate on students' behalf to:

 (i) Education Faculty Board

 (ii) Teacher Education Liaison Committee

 (iii) Teacher Education Advisory Committee

 (d) organize and distribute the CESA mid-year review forms,

 (e) sit on the Bursary Committee,

(f) act as a mentor and work with their First Year Intern.

**3.02 Duties of the Representative(s) to the AMS**

3.02.01 The Representative(s) to the AMS shall:

(a) be a voting member(s) of Council and is (are) required to attend all Council meetings,

 (b) be a position held by a number of members of the Association determined by AMS policy and in consultation with the AMS Secretariat,

i) A maximum of two (2) representatives shall be elected in the regular Association elections in the winter term, including the President.

 ii) The remaining representative(s) shall be elected in September once enrolment numbers are confirmed by the Office of the Registrar.

iii) One representative elected in September shall be a first year member of the Association.

 (c) represent the Association on AMS Assembly as voting member(s),

 (d) be encouraged to sit on an AMS sub-committee,

 (e) report to Council about all important information discussed at AMS Assembly,

(f) Be responsible for ensuring that main highlights from AMS Assembly are included in monthly B.Ed Spread articles,
(g) be responsible for finding innovative means to gather student input to represent at AMS Assembly through surveys (sent through Year Reps’ weekly updates, or through the Listserv by the Executive Administrator), discussion periods at CESA meetings, holding forums, etc. ~~and compiling a report reflecting student opinions gathered to submit back to the leader of the discussion topic at AMS Assembly.~~

**Appendix: Acs, Snacs, We've Got Your Bacs**

**Name:**

Katey Day

**What is the name of your proposed Club?**

Acs & Snacs: The Con-Ed Study Club

**Please outline the club's mission statement.**

Our club aims to support Con-Ed students with their academics by providing them with a relaxing, supportive space to study and complete homework.

**Are there any conditions of membership? If so, please outline them and explain their intended purpose.**

Nope!

**Please outline the role of members in your Club.**

No specific roles. Con-Ed students may come to study and eat snacks.

**Please outline the composition of the Club Executive.**

Katey Day - Academic Affairs Commissioner

**How will Club Executive be selected? When will this take place?**

Ideally, the Academic Affairs Commissioner for the following year would take over the club if this is an initiative they wish to continue in the future.

**Are there any separate membership fees or major costs for members?**

No

**Does your club require CESA Club grant funding?**

No

**Please write a short summary (approximately 50 words) of your Club to be used for promotional purposes by the Concurrent Education Students' Association.**

Acs & Snacs: The Con-Ed Study Club aims to support Con-Ed students with their academics by providing them with a relaxing, supportive space to study and complete homework. We meet once a week and any student is welcome to come, study, work on homework assignments and bring snacks to share with friends.

**Appendix: It’s Lit(erature)**

**Name:**

Jaden Diminno, Laura Trenton

**What is the name of your proposed Club?**

Con-Ed Book Club

**Please outline the club's mission statement.**

To create a peer learning community to discuss books with diverse characters and the application of these books in the classroom.

**Are there any conditions of membership? If so, please outline them and explain their intended purpose.**

N/A

**Please outline the role of members in your Club.**

To read the chosen books and come prepared to discuss them.

**Please outline the composition of the Club Executive.**

Two club executives: Choose the books, facilitate discussions, promote clubs and communicate with members.

**How will Club Executive be selected? When will this take place?**

Chosen by current executive through application. Applicants must be current members. This would take place in March.

**Are there any separate membership fees or major costs for members?**

No

**Does your club require CESA Club grant funding?**

No

**Please write a short summary (approximately 50 words) of your Club to be used for promotional purposes by the Concurrent Education Students' Association.**

Are you bored of reading books with the same characters? The Con-Ed Book Club reads a wide variety of books with diverse characters from picture books to YA Novels! Our goal is to get future teachers talking about how we would teach these students and address these issues in our classrooms. Bring a mug for tea/hot chocolate and an open mind!

**Appendix: Old Skool**

**Name:**

Michelle Lamb, Ela Maleszewski

**What is the name of your proposed Club?**

Words with the Wise

**Please outline the club's mission statement.**

To provide companionship and a listening ear to members of Rideaucreast Retirement community and to merge the gap between students and the elderly. Students will be matched with a member of Rideaucrest based on similar interests and will have bi-weekly meetings with them for an hour.

**Are there any conditions of membership? If so, please outline them and explain their intended purpose.**

Vulnerable sector police check (6 months or newer), Tb test (provided at Rideaucrest)

**Please outline the role of members in your Club.**

Members will be required to visit their buddy bi-weekly for an hour. During that hour, members are encouraged to share stories, play games, go for walks, listen to music, etc. They will also be expected to attend our monthly meetings/socials where we will be sharing stories from our buddies to add to our blog. There will also be a large group event every semester that they will be expected to attend.

**Please outline the composition of the Club Executive.**

Founders: Michelle Lamb and Ela Maleszewski

Human Resources: Jonathan Ezer

Logistics: Rob Donato

Activities coordinator: Maria Turano

**How will Club Executive be selected? When will this take place?**

An application will be given out in March and interviews will take place. For an individual to be an executive you must already be part of the club.

**Are there any separate membership fees or major costs for members?**

No

**Does your club require CESA Club grant funding?**

No

**Please write a short summary (approximately 50 words) of your Club to be used for promotional purposes by the Concurrent Education Students' Association.**

Words with the Wise is an organization that aims to bridge the gap between the elderly community and students by providing members with the opportunity to be buddied with a resident at Rideaucrest Retirement Home. We encourage each generation to share stories and learn from each other, and will be creating a blog to pass along this wisdom. In addition to sharing stories, members can also participate in other activities with their buddies including games, walks, listening to music, etc. We meet every other week and hope that you can join us!