

Undergraduate Representation in University Committees

Committee Reports – Fall 2018

Updated as of 2019-01-28



OVERVIEW

There are 41 active University-level committees with undergraduate student representation in the beginning of the 2018/2019 academic year, amounting to a total of 118 positions in various [Senate Standing Committees](#) and the subcommittees or working groups under them, various [committees arising out of University regulations](#), and other University-level committees with undergraduate student representation (see list below).

Early in the Fall 2018 term, the SSMU VP University Affairs (Jacob Shapiro) and the University Affairs Secretary General (Caitlin Mehrotra) allocated the 12 SSMU Senators into various positions according to each person's preferences. The rest of the open positions were filled by open recruitment in the months of March and September. The representatives were given training on the University governance structure and how best to represent students' interests within these committees.

All representatives are required to submit a summary report at the end of each semester. This document compiles all the submitted reports from the Fall 2018 term, and is published on the [SSMU University Affairs website](#).

A list of descriptions for all the committees, including the names and email addresses of the undergraduate representatives is available [here](#). For any inquiries, please contact uasecgen@ssmu.ca or ua@ssmu.ca.

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ACADEMIC POLICY COMMITTEE (APC)

Committee Name	Academic Policy Committee (APC)
Contact Person's Name	Professor Christopher Manfredi (Secretary: Julie Degans)
Contact Person's Email	christopher.manfredi@mcgill.ca and julie.degans@mcgill.ca
Student Representative(s)	Jacob Shapiro and Ommu-Kulsoom J. Abdul-Rahman
Meeting Dates	October 25, December 13

Overview of the Committee
Reviews and makes recommendations regarding all academic policy matters at McGill.
Highlights or key business discussed this year
<ul style="list-style-type: none"> • New exchange program with three new partner universities: École Polytechnique of the Université Paris-Saclay, Aristotle University in Thessaloniki, and University of Haifa in Israel • The an important proposal that was presented was a request for a change in the approval process for new exchange partners; • Prof. Oxhorn, Associate Provost (International), proposed to be permitted to expand the exchange programs with already existing partners without having to come before the APC every time. • The committee voted against this for the time being because we wanted to be able to see what criteria he would be using to make such calls.
Topics that might carry over to next term or expected topics
<ul style="list-style-type: none"> • Nothing to report

SUBCOMMITTEE ON TEACHING AND LEARNING (STL)

Committee Name	Academic Policy Subcommittee for Teaching and Learning (STL)
Contact Person's Name	Nancy St.Pierre (Secretary)
Contact Person's Email	nancy.stpierre2@mcgill.ca
Student Representative(s)	Christelle Tessonno, Zi Huang
Meeting Dates	Sept. 20 th , Nov.6 th (cancelled)

Overview of the Committee
<p>The Subcommittee for Teaching and Learning is mandated to:</p> <ul style="list-style-type: none"> • Recommend to the University through the Academic Policy Committee (APC) initiatives and policies to enhance the quality of teaching and learning. • Consider medium and long-term trends and issues affecting post-secondary education as they would apply to McGill University, including, but not limited to, enhancing student engagement, online delivery of courses and programs in both campus-based and distance programs, alternate credit structures, feedback and assessment, experiential learning, and the integration of teaching and research. • Report to Senate through APC once a year.
Highlights or key business discussed this year
<ul style="list-style-type: none"> • We were scheduled to meet twice this semester, but we only met once. No reason was given for the cancellation of the second meeting. • What you missed: There were two presentations. One from Alex Liepins, Skills Development Officer (Teaching Learning Services – TLS) for Skills 21 and the other from Adam Finkelstein, Associate Director, Learning Environments, TLS. • (1) The Skills 21 presentation was basically an overview of the program that is entering its second-year. Skills 21 is a series of workshops for undergraduate students. They are free and have different streams available to students. After doing a couple of workshops, students receive co-curricular record (CCR) credit. Notable remarks are the fact that participation has increased from 600 to 900 this year. Alex's only concern is making sure that the program is well-advertised and to receive continuous feedback as an effort to provide students with the workshops they want and need. • (2) The second presentation was an overview of the renovations in various McGill classrooms. Notably, Jack Cramm Auditorium in Education and ARTS 150 in the Arts Building. Additionally, the presentation talked about Crowdmark software. This is a

software that digitized exams and papers, and allows for a faster and more dynamic grading for Professors and TAs. It has been tested across several courses, but mainly in the Science faculty. Apparently, there are no flaws and limitations, except the high cost of the program. I asked the committee if there were any limits to using this for

- Teaching and Learning Services (TLS) has existed under various forms for the past 50 years according to archival research conducted by the chairs. They asked the committee if they'd be interested in commemorating the history of TLS as it is an important anniversary. It has been suggested (but not confirmed) to conduct a social media campaign where former Professors and Students - along with current ones - share a memory from their interactions with TLS. There would also be memories shared out of the McGill Archives as well.

Topics that might carry over to next term or expected topics

- 50 year anniversary celebration activities

Teaching and Learning Spaces Working Group (TLSWG)

Committee Name	Teaching and Learning Spaces Working Group (TLSWG)
Contact Person's Name	Nancy St-Pierre
Contact Person's Email	nancy.stpierre2@mcgill.ca
Student Representative(s)	Emily Tam
Meeting Dates	September 18, October 19, November 12

Overview of the Committee
<p>The Teaching and Learning Spaces Working Group develops and implements ideas for the creation and renovation of teaching and learning spaces at the university in order to enhance the learning experience of students.</p> <p>Mandate:</p> <ul style="list-style-type: none"> • Design teaching and learning spaces • Identify teaching and learning space needs at the university; set priorities for the creation and renovation of spaces • Recommend priorities for funding
Highlights or key business discussed this year
<p>Budget</p> <ul style="list-style-type: none"> • The Teaching and Learning Spaces Working Group and the University Teaching Labs Working Group had their combined budgets increased to \$7.5M for FY2019 and FY2020 classroom recommendations <p>FY2020 Capital Renovation Recommendations</p> <ul style="list-style-type: none"> • Three potential funding scenarios were presented • The current capacity, current seat density, proposed room type, and cost estimate of the creation or renovation of building rooms was considered when determining which spaces should be prioritized • Building rooms receiving funding from other sources, such as new classrooms in McIntyre, were present in all three funding scenarios

- Scenario 1, which recommends the renovation or creation of rooms in Wong, Burnside, McIntyre, and MacDonald Harrington, was selected out of the three funding scenarios

Topics that might carry over to next term or expected topics

- Discuss in detail the requirements of each building room to be created or renovated and the costs associated with each room

Teaching and Learning Technology Working Group (TLTWG)

The committee did not meet in Fall 2018.

University Teaching Labs Working Group (UTLWG)

Committee Name	STL University Teaching Lab Working Group (UTLWG)
Contact Person's Name	Nancy St-Pierre
Contact Person's Email	nancy.stpierre2@mcgill.ca
Student Representative(s)	Monique Morin
Meeting Dates	September 25, 2018; November 20, 2018; February 11, 2019

Overview of the Committee
<p>The University Teaching Labs Working Group (UTLWG) is responsible for enhancing teaching and learning at McGill through the development of university teaching labs. The working group identifies needs for teaching laboratories, upgrade and maintenance needed in teaching labs. The working group then recommends funding allocations to the Deputy Provost.</p>
Highlights or key business discussed this year
<ul style="list-style-type: none"> ▪ All First-Year science labs have been renovated ▪ There was a \$3M increase in capital funding that was added to the UTLWG budget ▪ Review of funding applications ▪ Powell site development plan will be delivered to the Quebec government in Spring 2019 ▪ RVH project has been approved by the Quebec government
Topics that might carry over to next term or expected topics
<ul style="list-style-type: none"> ▪ Updates on major planning projects (RVH, Powell site, Wilson) ▪ Teaching lab updates on renovations and equipment

Course Evaluation Advisory Group (CEAG)

Committee Name	Course Evaluation Advisory Group
Contact Person's Name	Justin Fletcher
Contact Person's Email	justin.fletcher@mcgill.ca
Student Representative(s)	Yeseul Grace Shin
Meeting Dates	N/A

Overview of the Committee
The committee discusses how to more effectively encourage students to fill out course evaluation forms and to provide student feedback on the current process for filling out course evaluation forms.
Highlights or key business discussed this year
<ul style="list-style-type: none"> • Attended the course evaluation student lunch, where student representatives from various faculties were informed about the changes or updates to the course evaluation process
Topics that might carry over to next term or expected topics
<ul style="list-style-type: none"> • Updates to the course evaluation software • How to get more students to fill out course evaluation forms

SUBCOMMITTEE ON COURSES AND TEACHING PROGRAMS (SCTP)

Committee Name	APC Subcommittee on Courses and Teaching Programs (SCTP)
Contact Person's Name	Fabrice Labeau and Cindy Smith
Contact Person's Email	fabrice.labeau@mcgill.ca and cindy.smith@mcgill.ca
Student Representative(s)	Bryan Buraga
Meeting Dates	October 18, 2018 and December 6, 2018

Overview of the Committee
<p>SCTP approves new courses and teaching programs before they go to APC and Senate. It is the first non-faculty body to examine new courses and teaching programs after they have been approved by the faculty.</p>
Highlights or key business discussed this year
<ul style="list-style-type: none"> • Approvals <ul style="list-style-type: none"> ○ School of Continuing Studies <ul style="list-style-type: none"> ▪ Certificate in Public Administration and Governance ▪ Professional Development Certificate in Back End Web Design and Development ▪ Professional Development Certificate in Front End Web Design and Development ○ Faculty of Arts <ul style="list-style-type: none"> ▪ Minor Concentration in Quebec Studies and Community-Engaged Learning ▪ Joint Honours - Latin American and Caribbean Studies Component ○ Faculty of Management <ul style="list-style-type: none"> ▪ Graduate Certificate in Healthcare Management • Retirements <ul style="list-style-type: none"> ○ Faculty of Arts <ul style="list-style-type: none"> ▪ Minor Concentration in Quebec Studies • Major Revisions <ul style="list-style-type: none"> ○ Faculty of Engineering <ul style="list-style-type: none"> ▪ Master of Electrical Engineering
Topics that might carry over to next term or expected topics

- Review/Resubmission
 - School of Continuing Studies
 - Professional Development Certificate in Full Stack Web Design and Development
 - Professional Development Certificate in Executive Production in Creative Industries
 - Max Bell School of Public Policy
 - Courses for the Master of Public Policy
 - Faculty of Arts
 - Minor Concentration in Global Experiential Learning
 - GCIT 200 Exploring Global Citizenship in the 21st Century

COMMITTEE ON ENROLMENT AND STUDENT AFFAIRS (CESA)

Committee Name	Committee on Enrolment and Student Affairs (CESA)
Contact Person's Name	Linda Webb
Contact Person's Email	linda.webb@mcgill.ca
Student Representative(s)	Sarim Malik
Meeting Dates	September 11, October 16, November 13, December 18

Overview of the Committee
<p>This committee was established in May 2009 after the Senate retired three different committees and replaced them with a new committee called the Committee on Enrolment and Student Affairs (CESA). It is chaired by the Deputy Provost Student Life (DPSL) and consists of student representatives, faculty and senior administration. From time to time, Subject Matter Experts (SMEs) from within McGill sit in as guests to provide relevant information to a specific topic. The committee is charged with reviewing changes in enrolment standards and approving new awards and scholarships.</p>
Highlights or key business discussed this year
<ul style="list-style-type: none"> • Revised admission requirements for: <ul style="list-style-type: none"> ○ Graduate Certificate in Financial Planning ○ Graduate Certificate in Digital Marketing • Approval of multiple student awards • Recognized the new Certificate of Proficiency in Bilingual Professional Communication, offered by the McGill School of Continuing Studies, as an acceptable means of demonstrating the required level of English proficiency for admission for Enrolment Services handled programs • Updating the terms of award restrictions and preferences to facilitate their use in strategic recruiting initiatives while staying in line with employment equity standards • Redefining the restrictions/preferences in student awards to appeal a wider range of students
Topics that might carry over to next term or expected topics

A vote to approve the new terms of award restrictions and preferences will happen early in the Winter semester

ENROLMENT AND STUDENT AFFAIRS ADVISORY COMMITTEE (ESAAC)

Committee Name	Enrolment and Student Affairs Advisory Committee (ESAAC)
Contact Person's Name	Fabrice Labeau
Contact Person's Email	fabrice.labeau@mcgill.ca
Student Representative(s)	Bryan Buraga and Madeline Wilson
Meeting Dates	September 4, 2018 and November 6, 2018

Overview of the Committee
<ul style="list-style-type: none"> • Provides a forum for discussing issues related to recruitment and admissions, scholarship and student aid, and student affairs broadly speaking • Offers advice to faculties and central offices on administrative matters related to these issues • Offers advice on policy matters related to these issues
Highlights or key business discussed this year
<ul style="list-style-type: none"> • Interim Rules on Cannabis on Campus • Involuntary Leave Policy • Changing Pass/Fail to a Letter Grade • Access to data for student workers • Deferred Exams Project • Revisions to the Code of Student Conduct • Establishment of a Subcommittee to study a Fall Reading Break
Topics that might carry over to next term or expected topics
<ul style="list-style-type: none"> • All topics above

Subcommittee on Academic Integrity (SAI)

The committee did not meet in Fall 2018.

Subcommittee on Undergraduate Student Advising (SUSA)

The committee did not meet in Fall 2018.

Subcommittee on Student Affairs Policy (SSAP)

Committee Name	ESSAC Subcommittee on Student Affairs Policy
Contact Person's Name	Dylan Bertus (Office of the Dean of Students)
Contact Person's Email	deanofstudents@mcgill.ca
Student Representative(s)	Colin Donahoe and Sébastien Oudin-Filipecki
Meeting Dates	The Subcommittee did not meet this semester

Overview of the Committee
The Subcommittee on Student Affairs Policy (SSAP) is a subcommittee of the Enrollment and Student Affairs Advisory Committee (ESAAC) mandated to identify policies and procedures that differ across faculties and to assess the rationale for and effects of those differences, to initiate and monitor harmonization efforts regarding Faculty student affairs policies and procedures, to coordinate communications to Faculty Student Affairs Offices regarding Subcommittee decisions, and to evaluate achievement of common policies across faculties.
Highlights or key business discussed this year
The Subcommittee did not meet this semester making it impossible to submit a report Currently under review by the Deputy Provost (Student Life and Learning)
Topics that might carry over to next term or expected topics
N/A

HONORARY DEGREES AND CONVOCATIONS COMMITTEE (HDCC)

The proceedings of this committee are confidential and therefore no report was submitted.

SENATE COMMITTEE ON LIBRARIES

Committee Name	Senate Committee on Libraries
Contact Person's Name	Bobby Ansari
Contact Person's Email	bobby.ansari@mcgill.ca
Student Representative(s)	Marie Lemieux (SSMU Library Improvement Fund Coordinator), Maeve Botham
Meeting Dates	December 11 th 2018

Overview of the Committee
<p>The Committee on Physical Development is a Standing Committee of Senate that plans campus' physical development in a manner that reflects the academic plans and priorities of the University. Meetings are twice a semester.</p>
Highlights or key business discussed this year
<ul style="list-style-type: none"> • Fall 2018 census in library branches • Upcoming change in circulation policy • Progress in Fiat Lux project
Topics that might carry over to next term or expected topics
<ul style="list-style-type: none"> • Fiat Lux project • Off-site storage facility • Schulich closure

SENATE COMMITTEE ON PHYSICAL DEVELOPMENT (SCPD)

Committee Name	Senate Committee on Physical Development (SCPD)
Contact Person's Name	Chair: Dr. Cameron Charlebois / Secretary: Dicki Chhoyang
Contact Person's Email	cameron.charlebois@mcgill.ca & dicki.chhoyang@mcgill.ca
Student Representative(s)	Danny Amon, Réginal Labonté & Tre Mansdoerfer
Meeting Dates	September 20 th 2018, November 22 nd 2018

Overview of the Committee
<p>“The Committee on Physical Development is a Standing Committee of Senate charged with advising on the nature of physical development as it reflects the academic priorities and needs of the University.” (<i>Terms of References</i>)</p>
Highlights or key business discussed this year
<ul style="list-style-type: none"> • Closure of the Schulich Library located in the Macdonald-Stewart Building in the summer of 2019. It will be closed for two years. • Board of Governors approved the subsequent phase of RVH which consists of designing plans and planning of the site (2019). • Building of the Collection Management Facility at Macdonald Campus. Within all the Library branches, only 25% will be available. The remainder will be at the Collection Management Facility. • A Staff Sustainability Guide was released. It provides new employees at McGill many ways to integrate sustainability into their work. The Guide is divided into three main sections: learn, act, and connect. • The Master Plan will be presented to Senate in 2019. An information session happened in November 2018 and a community engagement will happen in January 2019.
Topics that might carry over to next term or expected topics
<ul style="list-style-type: none"> • More information about Fiat Lux (McLennan-Redpath Complex) • Presentation of The Master Plan to Senate • McGill Maintenance Deficit

COMMITTEE ON STUDENT SERVICES (CSS)

Committee Name	Committee on Student Services
Contact Person's Name	Jack Collis
Contact Person's Email	Jack.Collis@mail.mcgill.ca
Student Representative(s)	Mr. Wajih Jawhar, Ms. Saumeh Saedi, Mr. Jacob Shapiro, Ms. Sophia Esterle, Mr. Andre Lametti, Mr. Réginal Labonté, Ms. Robyn Lee
Meeting Dates	September 19 th , 2018 & October 10 th , 2018

Overview of the Committee
The purpose of the Committee on Student Services is to advise and propose improvements to the Executive Director of Services for Students, regarding the Student Services at McGill.
Highlights or key business discussed this year
<ul style="list-style-type: none"> Executive Director's Report outlined new developments that occurred over the summer, including: <ul style="list-style-type: none"> Appointment of a new Director of Communications. A new mapping service created to help students find health and wellness resources. Appointment of a Peer Support Manager. The executive director gave a presentation on the progress and future of the Rossy Wellness Hub, followed by a question and answer session. Issues brought up included: <ul style="list-style-type: none"> New triage system requiring all students wanting to access counselling services to first have a physical assessment from a GP. Shift away from counselling-oriented care to alternative forms such as group therapies. Making health services easier to navigate and increasing awareness of their whereabouts and availability across campus and in the city. Appointment of peer support workers who are embedded within faculties to assist students and keep an eye out for problems arising.
Topics that might carry over to next term or expected topics
<ul style="list-style-type: none"> The Student Services budget will need to be reviewed. Discuss and review the advisory board reports. Further discuss the Rossy Wellness Hub plans with the Executive Director to ensure the Hub will serve students' best interests in an effective manner.

STUDENT HEALTH SERVICE ADVISORY BOARD (SHS AB)

Committee Name	Student Health Service Advisory Board
Contact Person's Name	Sivane Dahan
Contact Person's Email	sivane.dahan@mcgill.ca
Student Representative(s)	Elizabeth Howard, Amanda Tanti, Akansha Gupta, André Lametti
Meeting Dates	November 19 th , 2018

Overview of the Committee
The Student Health Service Advisory Board is a subcommittee of the Committee on Student Services that serves to advise the Student Health Service.
Highlights or key business discussed this year
<ul style="list-style-type: none"> • Development of the Rossy Wellness Hub: for implementation in 2019. It is to be an integrated “one-stop shop” for student clinical needs, featuring a renovation of the Brown Student Services Building West Wing, with a unified waiting area and online portal. Health, Counselling and Psychiatric services will be merged under this plan. <ul style="list-style-type: none"> • Secondary to this, the clinic has undergone a relocation within Brown and has taken steps to mitigate ill effects on clients. • A new EMR is being rolled out that hopefully will allow for online booking for advance appointments as well as faster registration. • Hiring of physicians at the MacDonald Campus starting in January 2019 due to the lack of services there.
Topics that might carry over to next term or expected topics
<ul style="list-style-type: none"> • Continuing effects of the implementation of the Rossy Wellness Hub.

PSYCHIATRIC SERVICES ADVISORY BOARD (PS AB)

The committee did not meet in Fall 2018.

COUNSELLING SERVICE ADVISORY BOARD (CS AB)

Committee Name	Counselling Service Advisory Board
Contact Person's Name	Lorraine Bush
Contact Person's Email	lorraine.bush@mcgill.ca – Senior Administrative Coordinator
Student Representative(s)	Vivian Chia Jou Lee
Meeting Dates	December 4 th 2018

Overview of the Committee
<p>The Counselling Service Advisor Board (CSAB) meets 2-3 times a year to discuss and evaluate McGill Counselling's operational changes. It is a platform for students to engage with key stakeholders in Counselling Services. Consisted of student representatives, faculty members, and clinicians we aim to address pressing mental health concerns on campus.</p>
Highlights or key business discussed this year
<p>2018 New Developments</p> <ol style="list-style-type: none"> 1. By recognizing the need to support students in the state of crisis, Counselling Service relaunched drop-in appointments. 2. Over of cross of summer 2018, Counselling Services introduced a new electronic medical record system called Titanium. Since the launch, administrative back-end tasks have been reduced. Moreover, it has improved the record transfer process between case managers and clinicians. Since Titanium is designed for the Counselling Services, we still lack a standardized electronic approach to connect Health services and Psychiatric services. 3. Traditionally, therapy group sessions were designed with a cognitive behavior therapy (CBT) approach. This year, with an aim to diversify its group therapy programs, Counselling introduced non-CBT based groups, including but not limited to: <ol style="list-style-type: none"> a. An open process group for mood and anxiety, b. An art therapy group for mood and anxiety, c. A Brief format for exercise for mood (4 weeks used to be 8), d. A Humanistic therapy group for mood and anxiety, e. A Support group through relationship endings, and

f. A program for insomnia.

4. In concurrent to the launch of the Rossy Wellness Hub, McGill introduced Local Wellness Advisors (LWA) positions to improve access and quality of care. From counselling psychologists to traditional psychologists, occupational therapists and social workers, LWAs are responsible for awareness prevention and early intervention. They aim to launch Wellness 101 workshops, provide information on resources and skill building exercises.

Topics that might carry over to next term or expected topics

- Extensive data on patient intake from the newly introduced EMR program
- Reports on counselling service's integration with the Rossy Wellness Hub
- Updates from the Local Wellness Advisor Manager on coordinated care

CAREER PLANNING SERVICE ADVISORY BOARD (CAPS AB)

Committee Name	Career and Planning Service (CAPs)
Contact Person's Name	Sarah Wetmore
Contact Person's Email	Sarah.wetmore@mail.mcgill.ca
Student Representative(s)	Sarah Wetmore, Sarim Malik, Huaide Huang, Ece Naz Baris

Meeting Dates	October 25 th , 2018
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Overview of the Committee

- To discuss ways of improving the service itself
- To discuss ways of improving student engagement with the service

Highlights or key business discussed this year

- **Library loaning program:** How to prevent borrowers from not returning books, incorporating potential blackout periods where the length a book can be taken out are shortened
- **School wide opinions on CAPs:** Reviewed last year’s survey data, based on that data we tried to come up with ways of improving campus involvement, for example through seminars catered to specific needs of McGill students.
- **School wide engagement with CAPs:** We discussed the ways to improve student engagement. The overarching view was that certain faculties are more engaged with CAPs than others.
- **Improving myFuture portal:** We discussed the ways to improve the myFuture portal, as there are perceptions held by certain faculties that there is a lack of opportunities on the platform. Because of these perceptions, certain faculties do not use the resource.
- **Improving CAPs accessibility:** We discussed the ways to ensure there are adequate opportunities through CAPs provided to Mac Campus students.

Topics that might carry over to next term or expected topics

- **Library lending program:** Did certain recommendations (ex. blackout periods) improve the return rates of books
- **Campus involvement:** Did our recommendations on involving students (ex. targeting emails) improve involvement

MORSL ADVISORY BOARD (MORSL AB)

Committee Name	MORSL Multi-Faith Network (previously the MORSL Advisory Board)
Contact Person's Name	Anna Stafford
Contact Person's Email	morsl@mcgill.ca
Student Representative(s)	Molly Lu
Meeting Dates	November 15, 2018

Overview of the Committee
<p>The Multi-Faith Network was renamed and reconceived so as to share information, gather feedback, and foster collaboration among faith-based groups on campus as well as other faith partners of MORSL (McGill Office of Religious and Spiritual Life), including SSMU.</p>
Highlights or key business discussed this year
<ul style="list-style-type: none"> • Interfaith networking – The Multi-Faith Network meeting was held with the explicit goal of hosting as many of MORSL’s partners, including groups such as the McGill Christian Students’ Association, Independent Jewish Voices, etc. as possible. Hopefully, this will promote interfaith event organizing and solidarity. • MORSL visibility/identity – The visibility of MORSL on campus is not prominent; the causes and remedies were a major point of discussion. As the Multi-Faith Network, the organization’s identity should be far clearer and its purpose more easily defined (i.e. a waypoint for the various faiths on campus to reach out to one another) • Student spiritual life – Individual students’ spiritual life is definitely a focus that the Network would ideally address, but given the nature of spiritual life, seems difficult to broach.
Topics that might carry over to next term or expected topics
<ul style="list-style-type: none"> • The topic of Interfaith networking is the main focus: Ideas for future organizing have included multi-faith charity drives, lecture series, temple crawls, and the like.

ADVISORY COMMITTEE ON INTERNATIONAL STUDENTS (ACIS)

Committee Name	Advisory committee on International Students
Contact Person's Name	Francesca Siracusa
Contact Person's Email	francesca.siracusa@mcgill.ca
Student Representative(s)	Jean Kagame
Meeting Dates	October 18 2018

Overview of the Committee
<p>This committee engages different agencies to enrich international students experience at McGill and advocate for them to have easy and better access to services on campus and in Montreal at large</p>
Highlights or key business discussed this year
<ul style="list-style-type: none"> • Overall during our meeting there was no key topic that was covered other than different people representing different offices presenting their reports. Basically, what they have been doing and their projects for the rest of the Semester and the academic year in general. However, ISS report took most of the time and Pauline L. spent a lot of time on key issues like new policies of the Immigration Canada (biometrics) and how those affected and will continue to affect our international students. She also updated us on the work that has been being done by the International Health Insurance working group as well as the new initiatives by the International Students Services Office.
Topics that might carry over to next term or expected topics
<ul style="list-style-type: none"> • The working group's work was still ongoing, and we hoped for more updates about their work • Collaboration between ISS and SHHS to carry out some events and workshops • More collaboration of ISS and SSMU to come up with promotional materials to inform students on changes in International students health coverage was yet to happen as well

SCHOLARSHIP AND STUDENT AID OFFICE ADVISORY BOARD (SSAO AB)

A report was not submitted for Fall 2018.

McGILL ATHLETICS AND RECREATION ADVISORY BOARD (MARAB)

Committee Name	McGill Athletics and Recreation Advisory Board (MARAB)
Contact Person's Name	Filomena Gonçalves
Contact Person's Email	filomena.goncalves@mcgill.ca
Student Representative(s)	Owen Dunkley and Ommu-Kulsoom Abdul-Rahman
Meeting Dates	November 7 th , 2018; December 3 rd , 2018

Overview of the Committee
<p>This committee made up of alumni, directors of Athletics and recreation, student representatives, faculty and higher administration in McGill. It serves as the advisory board to the executive director of Athletics and Recreation, Marc Gélinas. 2 SSMU representatives (1 female, one male) sit on this committee, as well as 1 PGSS rep, 1 Varsity Council rep and 2 Students Athletics Council representatives (1 female, 1 male; 1 of which is the Chair), making 6 student rep spots in total.</p>
Highlights or key business discussed this year
<p>This document only highlights reports relevant to SSMU on the November 7th meeting. No motions or decisions were made at this meeting. The December 3rd meeting was attended by SSMU president Tre Mansdoerfer <i>in lieu</i> of the current student representatives. Please direct any questions related to the second meeting to Mr. Mansdoerfer.</p> <ul style="list-style-type: none"> • Varsity Council Report <ul style="list-style-type: none"> • No explicitly SSMU-related topics of note • Student Athletics Council Report <ul style="list-style-type: none"> • Interest in including Athletics and recreation fee into tuition • Renewal of athletics improvement fee for air con, resurfacing fieldhouse, gender neutral bathrooms, reaching out to better inform first years of the facilities • Facilities Report <ul style="list-style-type: none"> • Necessary costs associated with work before the winter comes <ul style="list-style-type: none"> • New lighting and painting the pool • Improving security at the doors of the athletics room • New study areas • All depends on facility improvement funding in referendum in February (last updated in the 1970s, students committing 10\$ a semester, with the university matching our commitment) – a necessary cost that cannot be avoided (considering the use of clear graphical representations of what was being allocated to each building/project, to better inform students of where their money is going) <ul style="list-style-type: none"> • Avoiding costs now will only lead to accumulated costs later • Macdonald Campus Report

- Necessary costs associated with a failing pool facility that is much in need of renovation. Macdonald campus student's society (MACSS) might be a good source of information on the usage and student interest in renewal.
- Sports Programs Report (Campus Rec. Varsity)
 - We are at full capacity for students in intramurals, but there is a question as to whether we should make more soccer teams or more diversified sports teams. How can we ask an appropriate question about what the students would rather participate in? – on-going question
- Nutrition Lab project update
 - Workshops on nutrition for students needs a space in the athletics building. Construction begins (maybe – recent setbacks) in 2019. This is an amazing way of improving student and athlete diets through workshops and individual consultations. Nutrition students will likely be involved in the initiative.
- Hazing prevention update
 - Still relatively long, 17 sessions in the fall + one in January
 - Work on suggesting positive forms of team building as well as avoiding hazing
 - There may be funding that soon goes toward a student wellness advisor (social worker) to help with consulting (confidential meetings with students)
- Women in Sports Program
 - No explicitly SSMU-related topics of note

Topics that might carry over to next term or expected topics

- Varsity Council Report
 - None of note
- Student Athletics Council Report
 - Athletics and recreation fee in tuition & renewal of athletics improvement fee
- Facilities Report
 - Facility improvement funding motion in referendum in February
- Macdonald Campus Report
 - Gym facilities renewal
- Sports Programs Report (Campus Rec. Varsity)
 - Finding how to involve the student voice into what intramural sports will receive funding. Surveys might soon be conducted by the Sports Programs directors
- Nutrition Lab project update
 - Smoothly integrating the new nutrition lab in the athletics complex and informing students of the opportunity
- Hazing prevention update
 - Costs associated with the student wellness advisor and better tailoring the hazing prevention workshops to teams, as well as to programs outside of athletics and recreation
- Women in Sports Program
 - None of note

JOINT BOARD-SENATE COMMITTEE ON EQUITY (JBSCE)

Committee Name	Joint Board-Senate Committee on Equity (JBSCE)
Contact Person's Name	Angela Campbell
Contact Person's Email	angela.campbell@mcgill.ca
Student Representative(s)	Andreann Aisbey (SSMU Equity Commissioner)
Meeting Dates	October 12 th 2018; December 12 th 2018

Overview of the Committee
<p>The committee strives to promote fair access to academic and employment opportunities, and full participation in the McGill community, for all individuals, particularly for those from social groups that have historically encountered or continue to face systemic barriers.</p>
Highlights or key business discussed this year
<ul style="list-style-type: none"> • The restructuring of equity at McGill and SEDE explaining the new positions under the Associate Provost (Equity and Academics) Office. • The possible creation of a seventh sub-committee for First Generation Community Members was brought forward, however it was decided that the committee should not form because although it would be important to add one the issue does not fall specifically under equity. • The new Equity Education system was presented • The Bicentennial was discussed and the committee thought of ways in which McGill could ingrain equity, diversity and inclusion during the celebrations. Additionally, use it as an opportunity to genuinely celebrate and represent those have often omitted from McGill's history and historically marginalized.
Topics that might carry over to next term or expected topics
<p>The Bicentennial celebrations Equity initiatives to improve student life</p>

EQUITY SUBCOMMITTEE ON WOMEN (SSCOW)

A report was not submitted for Fall 2018.

EQUITY SUBCOMMITTEE ON FAMILY CARE

A report was not submitted for Fall 2018.

EQUITY SUBCOMMITTEE ON PERSONS WITH DISABILITIES

The committee did not meet in Fall 2018.

EQUITY SUBCOMMITTEE ON FIRST PEOPLES

Committee Name	Subcommittee on Equity for First Peoples
Contact Person's Name	Allan Vicaire
Contact Person's Email	allan.vicaire@mcgill.ca
Student Representative(s)	Tomas Jirousek (SSMU Indigenous Affairs Coordinator)
Meeting Dates	October 1, 2018 and November 2, 2018

Overview of the Committee
<p>The Subcommittee on First Peoples offers an opportunity for the many facets of Indigenous life to support and discuss our shared values and initiatives within McGill. The subcommittee consists of members of Indigenous student services, such as the First Peoples' House, Indigenous administrators, Indigenous students, and Indigenous faculty members.</p>
Highlights or key business discussed this year
<ul style="list-style-type: none"> • Discussion of how to support the Change the Name campaign • The need for hiring an Indigenous Human Resources Specialist at McGill. • Facilitating meetings with students and staff for consultation on the McGill Master Plan. • The need to increase the number of Indigenous students on the subcommittee, in discussion of broadening the membership.
Topics that might carry over to next term or expected topics
<ul style="list-style-type: none"> • Follow through on the change the name campaign, and reactions to the administration's decision. • Continued consultation on the McGill master plan.

EQUITY SUBCOMMITTEE ON RACIALIZED AND ETHNIC PERSONS (SCREP)

Committee Name	Subcommittee on Racialized and Ethnic Persons
Contact Person's Name	Adrienne Piggott
Contact Person's Email	adrienne.piggott@mcgill.ca
Student Representative(s)	Weeam Ben Rejeb
Meeting Dates	September 14 th 2018, October 12 th 2018 , November 9 th 2018 , December 14 th 2018

Overview of the Committee
<p>The committee makes recommendations to the JBSCE on issues regarding ethnic and racialized persons.</p> <p>The Fall term was focused on delineating some actions and priorities for the 2018/2019 academic year leading up the bicentennial.</p>
Highlights or key business discussed this year
<ul style="list-style-type: none"> • Discussed the 'Change the Name' campaign and its response • A 'Community Support Initiative' to be completed and presented to the JBSCE for support • Movie screening of 'La Charte des distractions' and roundtable discussion
Topics that might carry over to next term or expected topics
<ul style="list-style-type: none"> • Potential mentorship program or discussion groups for racialized students and staff at McGill • Black History Month and a potential 'Muslim Awareness week' • Potential policy on equity and diversity training

EQUITY SUBCOMMITTEE ON QUEER PEOPLE (SQP)

A report was not submitted for Fall 2018.

INDIGENOUS AFFAIRS WORK GROUP (IAWG)

Committee Name	Indigenous Affairs Working Group (IAWG)
Contact Person's Name	Allan Vicaire
Contact Person's Email	allan.vicaire@mcgill.ca
Student Representative(s)	Tomas Jirousek
Meeting Dates	November 5, 2018 and December 10, 2018

Overview of the Committee
<p>The Indigenous Affairs Working Group is a committee composed of all different aspects of Indigenous student life at McGill, from the point of application to support for Indigenous alumni. The committee members meet to brief each other on key aspects of their department to discuss future planning and goals with the administration.</p>
Highlights or key business discussed this year
<ul style="list-style-type: none"> • The centralization of Indigenous student services outside of the First Peoples' House. • Increased programming of Indigenous course content and the implementation of degree granting credit programs in Indigenous communities. • Discussion and debate of the membership and purpose of the Indigenous Affairs Working Group. • Discussion and planning for the hosting of reconciliation conference for the upcoming year. • Discussion of the Change the Name campaign and the administration's support of Indigenous students throughout the campaign.
Topics that might carry over to next term or expected topics
<ul style="list-style-type: none"> • Continued discussion of the centralization of services into an Indigenous hub. • Further discussion on the physical spaces required for Indigenous staff, students, and faculty in a safe and culturally appropriate environment.

ADVISORY COUNCIL ON THE CHARTER OF STUDENTS' RIGHTS

The committee did not meet in Fall 2018.

COMMITTEE ON STUDENT DISCIPLINE (CSD)

Due to the confidential nature of this committee a report could not be submitted.

The CSD is a hearing committee which reviews cases of infringement of the Code of Student Conduct and Disciplinary Procedures, and makes decisions based on the evidence presented.

COMMITTEE ON STUDENT GRIEVANCES (CSG)

Due to the confidential nature of this committee a report could not be submitted.

The CSG reviews any grievances lodged by students that rights accorded to them under the Charter of Students' Rights have been infringed by a member of the University, and decides on the appropriate redress.

APPEAL COMMITTEE ON STUDENT DISCIPLINE AND GRIEVANCES

Due to the confidential nature of this committee a report could not be submitted.

The Appeal Committee for Student Discipline and Grievances deals with appeals regarding decisions made by the CSD or the CSG.

McGILL WRITING CENTRE ADVISORY COMMITTEE (MWC AC)

The committee did not meet in Fall 2018.

UNIVERSITY HEALTH AND SAFETY COMMITTEE (UHSC)

Committee Name	University Health and Safety Committee (UHSC)
Contact Person's Name	Kathryn Wiens
Contact Person's Email	kathryn.wiens@mcgill.ca
Student Representative	Annalise Patzer

Overview of the Committee
<p>Advises and is responsible to the VP Administration & Finance and the Associate VP University Services. The Associate Director of Environmental Health and Safety serves as the Steward, with University Safety providing some committee members. The committee advises on concerns relating to health and safety of the University and its community, especially policies and standards. In its review, it prepares an annual report of activities and health and safety concerns.</p>
Highlights or key business discussed this year
<ul style="list-style-type: none"> • Montreal Neurological Institute radiation from cyclotron <ul style="list-style-type: none"> ○ Radiation levels have been mostly resolved, radiation levels going down, use of lasers have been going up ○ Montreal Neurological Institute representative (radiation) was not able to be present, will invite to next University Health and Safety meeting <ul style="list-style-type: none"> ▪ Significant dose of radiation (not above limits) from cyclotron ▪ Need safety reviews • Cleaning in Labs <ul style="list-style-type: none"> ○ Standard of Operating Procedure was changed to reflect wishes for cleaning staff to not blow fuses • Bring Environmental Health and Safety program up to 2018 standards <ul style="list-style-type: none"> ○ Facility is being run properly, but documentation + follow-up, application of own policies should be tightened ○ Share more info + transparency <ul style="list-style-type: none"> ▪ Include representative from research systems ○ Make sure training is up to date • Regulatory Agency Interventions <ul style="list-style-type: none"> ○ Engineering workshop to prevent engineering students from doing unsupervised work ○ Music <ul style="list-style-type: none"> ▪ Workshop dossier opened ▪ All machines have been replaced/fixd

- Smoking at Tanna Hall (C. Montreuil)
 - Haven't received any complaints in 3 weeks but there are still many cigarette boxes and butts
 - Work order for cleaning and improved signage
- WHMIS 2015
 - Deadlines this year
 - December 2018 employers must be compliant
 - September 2018 employers must be compliant
 - WHMIS, WHMIS Lite, WHMIS en francais
 - Put courses online
 - Trained about 3000
 - All old chemical bottles with no labels/symbols
 - No directives
 - Staff know what old/new symbols mean
 - Should be no confusion about meaning of product
- Lab Safety
 - Animal facilities, pregnant graduate students, pregnant women
 - Reproductive risks: Reproductive Health in the Laboratory
 - Chem department in Family Health Committee
 - Service in EHS for expectant mothers

Topics that might carry over to next term or expected topics

- Smoking at Tanna Schulich Hall
 - Due to continuation of smokers at congregate outside a certain area near Tanna Schulich due to construction
- WHMIS 2015 training to all EHS members implementation
- More emergency showers are needed in the Strathcona Anatomy and Lyman Duff buildings. There are long-term plans to move the wet labs out of the Strathcona building, but as this likely will not happen for at least 10 years, need appropriate emergency measures.

SUSTAINABILITY LABS WORKING GROUP (SLWG)

Committee Name	Sustainable Labs Working Group
Contact Person's Name	Kathleen Ng
Contact Person's Email	kathleen.ng@mcgill.ca
Student Representative(s)	Emilienne Hamel, Robert Kidd
Meeting Dates	Sept. 19, Oct. 31, Dec. 12

Overview of the Committee
<p>The SLWG is a working group of the EHS that seeks to enact and support sustainable initiatives in McGill's lab spaces.</p> <p>Key Members</p> <ul style="list-style-type: none"> • Kathleen Ng: Office of Sustainability representative; runs meetings, takes minutes • Christian Bouchard: Chair • Winnie Leung: Lab design advisor • Jerome Conrad: Performs lab inspections
Highlights or key business discussed this year
<ul style="list-style-type: none"> • The Sustainable Lab awards: Annual award for labs with innovative sustainable initiatives. Made a new application and discussed the addition of a monetary award. Deadlines for submission updated. • Updating the sustainable labs handbook and its implementation in new lab design. • Website accessibility: Put everything in one place • Catalyst Awards: Deadlines and nominations
Topics that might carry over to next term or expected topics
<ul style="list-style-type: none"> • Vision 2020 goals • Lab waste management presentations and distribution • Life cycle assessments of lab equipment • New meeting schedule/structure • Website accessibility • Catalyst Awards

SUSTAINABILITY PROJECTS FUND WORKING GROUP (SPF WG)

Committee Name	SPF Working Group
Contact Person's Name	Claire Paoli
Contact Person's Email	Maria.paoli@mail.mcgill.ca
Student Representative(s)	Claire Paoli, Milton Calderon
Meeting Dates	Once a month

Overview of the Committee
<p>The SPF Working Group meets once a month to assess SPF applications and make decisions regarding the funding of ongoing and prospective projects. We assess the projects' relevance to the mandate of the SPF and their adherence to a set of governing criteria of the SPF.</p>
Highlights or key business discussed this year
<p>Every month we discuss project applications and make decisions regarding the funding of projects. During the fall 2018, the applications discussed included projects over \$5000, under \$5000 and under \$250. We also contributed to the update of the fund's governing documents, such as the evaluation criteria, the project applications and the SPF's strategy going forward.</p>
Topics that might carry over to next term or expected topics
<p>We will continue with monthly meetings in the winter 2019. We expect any project that we approved with conditions to come back with revised documents. Besides that, we expect new applications to roll in throughout the year.</p>

Universal Access Capital Projects Working Group

Committee Name	Universal Access Capital Projects Working Group
Contact Person's Name	Maxime Gagnon
Contact Person's Email	maxime.gagnon@mcgill.ca
Student Representative(s)	Sully Dawood
Meeting Dates	27 th September, 2018

Overview of the Committee
Committee is designed to undertake Capital Projects across campus that aim to make McGill more universally accessible for all students.
Highlights or key business discussed this year
<ul style="list-style-type: none"> • Fund size has been increased to \$1.4 Million – biggest to date • Currie Gymnasium via Memorial Hall Entrance • Redpath Museum & possible closure for renovation • Design Standards • Last audits were done in 2008 – recommendation of updating audits • Call for projects (since fund is the biggest it has ever been)
Topics that might carry over to next term or expected topics
<ul style="list-style-type: none"> • Currie Gymnasium finalization • Redpath Museum • Audits • Call for Projects

Skills 21 Steering Committee

A report was not submitted for Fall 2018.

HEALTHY LIVING ANNEX WORKING GROUP

I have been going to Healthy Living Annex Working Group meetings over the course of the Fall Semester. The working group has been formed to deal with the problem of student health on McGill campus. There are many gaps in supporting student health, especially in awareness and prevention. The messages student receive are rare and inconsistent. The purpose of the working group is to centralize health and wellness programs, give training, and enhance the Student Service's health promotion capability to expand awareness and prevention. This is to review and develop programming for the new Healthy Living Annex, the health promotion center of the new Wellness Hub.

The working group is made up of the co-chairs (Emily Shallhorn and Jennifer Mosher), peer support manager (Jennifer Mosher), counselling clinician (Calli Armstrong), communications (Genevieve Latreille), student representation (Sophia Esterle, Saumeh Saeedi), assessment team (Lina Di Genova), health services (Jasmine Ghoddoussi, Eric Lyn). This is a mix of student services staff and undergrad/grad student representatives.

During meetings the members would develop health and wellness promotion plans to launch in the 2019 winter term and 2019-2020 academic year. The working group has planned to complete two deliverables. The first was finished by November 21, 2018. This was a detailed recommendation outlining a health and wellness outreach plan for winter 2019. This was done through reviewing existing programming offered in Student Services and in some cases, elsewhere in McGill, then putting it all together to come up with priority programming themes and topics. The second will be completed for March 28, 2019. This will be an outreach plan for the 2019-2020 academic year. This is regarding health and wellness themes. This includes university-wide awareness campaigns with a focus on mental health and a list of workshops and peer support activities. The plans will be submitted to the Lead Director to be reviewed and modified.

After the first semester, the working group spent time brainstorming and developing ideas for the first deliverable. The first deliverable was completed and submitted on time. This was done very well by addressing the top issues affecting student mental health. The next steps for the working group would include preparing programming recommendations for the launch of the Wellness Hub later this year.

- Erphon Gatreh

ROSSY WELLNESS HUB STEERING COMMITTEE

A report was not submitted for Fall 2018.

LOCAL WELLNESS ADVISORS WORKING GROUP

Committee Name	Local Wellness Advisors Working Group (LWAWG)
Contact Person's Name	Thomasina Phillips
Contact Person's Email	Thomasina.phillips@mcgill.ca
Student Representative(s)	Melissa Hayalioglu
Meeting Dates	Sept 19 and 26; Oct 3, 10, 17, 24; Nov 14

Overview of the Committee
<p>Context</p> <p>As part of the implementation of a hub-and-spoke outreach model of service delivery for health and wellness services, McGill Student Services is piloting a Local Wellness Advisor initiative within its Rossy Student Wellness Hub initiative, with the aim of enabling students to easily access quality care in a timely manner where they live, learn, and study.</p> <p>Reporting</p> <p>The committee will provide recommendations to the Executive Director of Student Services and the Director of the Rossy Student Wellness Hub regarding the local wellness advisor's activities and access pathways.</p>
Highlights or key business discussed this year
<p>Throughout meetings, practical recommendations were developed for the following areas:</p> <ul style="list-style-type: none"> • Roles and responsibilities of the local wellness advisors – including a sample general schedule to illustrate the breakdown of time • Activities that local wellness advisors may perform including those not in their scope as well as any potential training that may be required • A local wellness advisor integration committee to support the wellness advisors' integration within the counseling services team as well as within the Rossy Student Wellness hub • Access pathways for students to get in touch with the local wellness advisors • Appointment booking considerations and options
Topics that might carry over to next term or expected topics
<ul style="list-style-type: none"> • There are no unresolved topics to be carried over into winter 2019