

Queen's University
Undergraduate Orientation Review Working Group

Preamble

Queen's University and the Alma Mater Society (AMS) are committed to the principles of equity, diversity, and inclusion. As we reflect on these issues at Queen's and engage in important conversations on campus, we are committed to the creation of an environment where all incoming students to the university experience a welcoming and inclusive orientation that reflects and embraces the diversity of our entire student population. To that end, we are reviewing the orientation programming offered by the university and our student groups to ensure we are intentionally living these values in our programs and events that occur during this important time of transition for new students.

Terms of Reference

The purpose of the Working Group is to review all aspects of the Queen's direct-entry undergraduate student orientation experience, and articulate a vision for orientation that achieves shared goals around community building, inclusivity, accessibility, safety, and responsibility, and that results in a student transition experience that respects and reflects the diversity of the student population, is welcoming and accessible for all students, and fosters, for all members of the incoming class, a sense of belonging at Queen's; and,

To propose changes needed to successfully implement the above vision and to ensure that student associations, student groups, and the university develop a cooperative framework supporting the shared vision, including mechanisms for training and educating students on diversity and inclusion.

The Working Group shall:

- A. Conduct broad consultation with Queen's students and other interested and affected members of the Queen's community regarding orientation activities and the orientation experience;
- B. Review all quantitative and qualitative data regarding the student experience of orientation at Queen's;
- C. Consult with other universities and review best practices related to an orientation experience that is inclusive, welcoming, and accessible to all students;
- D. Clarify the Senate mandate for the Senate Orientation Activities Review Board and reaffirm the roles and authority of students, Faculty Deans, and the Office of the Vice-Provost and Dean of Student Affairs as they relate to orientation;
- E. Consider orientation programming and planning in light of recent university reports on equity and inclusion, including those from the Truth and Reconciliation Task Force and

the Principal's Implementation Committee on Racism, Diversity, and Inclusion, and university policies and reports on student conduct, sexual violence, mental health, and accessibility;

- F. Make recommendations for the planning of orientation programs that are inclusive, welcoming, and accessible to all students in consideration of the diverse backgrounds of the members of the incoming class, including but not limited to abilities, race, religion, gender, gender-identity, sexuality/sexual identity, and socio-economic status; and
- G. Report back to the Principal with recommendations no later than March 1, 2018.

The Working Group shall keep in mind the following principles:

- Orientation activities are valuable in assisting first-year students in making the transition to university;
- Orientation should focus on the academic and social transition of new students to Queen's and programming should reflect that;
- Programming should be meaningful and flexible to meet the needs of a diverse student body;
- Student involvement and student leadership is a strength of orientation; and
- Safe, fun, inclusive, and accessible events are shared goals for all orientation stakeholders.

Composition

The Working Group's composition is intended to draw from stakeholder units that play a key role in encouraging an inclusive, coordinated, and successful orientation for all incoming students.

- Deputy Provost - Chair
- AMS President, or designate
- Vice-Provost and Dean of Student Affairs, or designate
- 1 faculty or staff representative from each of the following undergraduate programs as follows:
 - Dean of Arts and Science, or designate
 - Dean of Engineering and Applied Science, or designate
 - Dean of the Faculty of Education, or designate
 - Director of the School of Nursing, or designate
 - Executive Director of the Commerce Program, or designate
 - Director of the School of Computing, or designate
 - Director of the School of Kinesiology, or designate
- 1 student representative from, and selected by the Presidents of, the undergraduate society of each of the following undergraduate programs:
 - Arts & Science
 - Engineering & Applied Science
 - Concurrent Education

- Nursing
- Commerce
- Computing
- Kinesiology
- AMS Social Issues Commissioner
- Manager, Student Experience Office

Advisory members (non-voting):

- Director of the Human Rights Office, or designate
- Director of the Four Directions Aboriginal Student Centre, or designate
- Director of Queen's University International Centre, or designate
- President, Queen's University Alumni Association
- 1 member of University Council

Support (non-voting):

- Associate Secretary of the University
- Director of Communications, or designate

Consultants:

At the discretion of the Working Group, non-voting advisory members may be added to provide expertise in regards to operational issues.