



AMS

Alma Mater Society
Annual Report
2018-2019

Message from the 2019-2020 AMS Executive

Queen's is known for its student-driven campus, its unparalleled spirit, and the traditions we all cherish. As the oldest student union in Canada, the AMS strives to improve the Queen's experience for the 18,000+ students we represent. Our vision is to enhance student life by providing meaningful volunteer, part-time, and salaried job opportunities that are tailored to the diverse interests and needs of the student body. AMS services are run entirely by students, for students.

The AMS administers a wide array of resources that fulfill students' day-to-day needs, but it must also engage in long-term projects that extend beyond a single year. We are privileged to build on the work of generations of dedicated student leaders who came before us. We will build on these past achievements and work toward a brighter future for all Queen's students.

This report is intended to describe the Society's operations and finances during the 2018-2019 year, while also identifying the emerging challenges, trends, and strategic objectives that will define the coming year. We are happy to share this report with you and are excited for all that we will accomplish together going forward.



2019-2020 AMS Executive:

Auston Pierce (President), Jessica Dahanayake (VPOPS) and William Greene (VPUA)



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18,000+ students

9 Faculty Societies

60+ salaried student staff

14 student-run services

700+ paid student staff

6,000+ job applications

1,500+ student volunteers

4 Commissions & 6 Offices

\$200,000+ given out in bursaries

161 years of excellence

Affordable Health and Dental Plans

35 years of the Bus-It Program

Year ended April 30:

2019

2018

Consolidated Statement of Operations:

Revenue	\$17,534,973	\$15,831,734
Expenses	\$15,524,518	\$14,878,319
Excess of revenues over expenses	\$2,010,455	\$953,415
Operating fund	\$(139,837)	\$29,057
Restricted funds	\$2,150,292	\$924,358

Consolidated Statement of Financial Position:

Assets	\$11,044,160	\$9,258,308
Liabilities	\$2,279,246	\$2,503,849
Net Assets	\$8,764,914	\$6,754,459

Net Assets Comprise:

Invested in Capital Assets	\$253,899	\$233,165
Other Reserves - Internally Restricted	\$250,000	\$250,000
Internally Restricted Funds	\$6,602,231	\$4,519,074
Externally Restricted Funds	\$132,112	\$64,977
Operating Fund - Unrestricted	\$1,526,672	\$1,687,243





AMS Mission Statement:

To serve and represent the diversity of students at Queen's University.

AMS Mandate:

- To represent Queen's University students within the university and externally by working to further the best interests of the members of the AMS, giving particular concern to representation on issues related to education.
- To provide services and activities to students, as well as to act in a facilitating role for services and activities where appropriate.
- To cultivate a sense of social awareness and responsibility in its membership.
- To serve as a liaison between the various affiliated student societies.

The oldest student association in Canada, the Alma Mater Society (AMS) of Queen's University was founded in 1858 and incorporated in 1969 as a non-profit organization without share capital.

The Society's highest legislative body is AMS Assembly, which consists of representatives from all AMS member societies. The voting members of Assembly also comprise the voting members of the Corporation, and in this capacity, they annually elect a Board of Directors. The Board of Directors is responsible for overseeing the management of the Alma Mater Society's corporate services, offices and associated financial affairs, and more broadly, for ensuring the financial viability of the Society.

Membership in the AMS is automatically extended to all students of the University who are enrolled in at least one course in one of the member faculties/programs listed on the next page, and who have paid the AMS Membership Fee. Each student normally belongs to a member society as well as the AMS and enjoys the rights and privileges of both societies.

AMS members enjoy the right:

- to vote in all Society elections and referenda;
- to hold offices or positions within the Society, subject to the restrictions of the office or position, as outlined by Assembly and/or Board Policy;
- to attend meetings of the Society subject to the rules of procedure as prescribed by the AMS Constitution;
- to move or second motions at such meetings;
- to speak for or against any motion;
- to vote at Society Annual Meetings or Society Special General Meetings, and;
- to gain admission to and/or actively participate in any Society sponsored event and/or program subject to any restrictions of the particular event and/or program.

*The 2018-2019 AMS Assembly was comprised of the following members from the constituent Faculty Societies and those directly elected by students.
Ex officio members without voting privileges are marked by an asterisk.*

Alma Mater Society

President
Vice-President (Operations)
Vice-President (University Affairs)
Commissioner of Academic Affairs*
Commissioner of Campus Activities*
Commissioner of Municipal Affairs*
Commissioner of Social Issues*
Director of Clubs*

Nursing Science Society

President
Vice-President

Engineering Society

President
Vice-President (Student Affairs)
4 Elected Representatives

Commerce Society

President
Vice-President (Operations)
Vice-President (Student Affairs)
2 Elected Representatives

Arts & Science Undergraduate Society

President
Vice-President
8 Elected Representatives

Aesculapian Society

2 Elected Representatives

Computing Students' Association

President
Vice-President (Operations)
Vice-President (University Affairs)

Concurrent Education Students' Association

President
2 Elected Representatives

Physical & Health Education & Kinesiology Students' Association

President
Vice-President (University Affairs)
Equity and Wellness Officer

MBA Student Executive Council

President
Vice-President

Other Ex-Officios

Undergraduate Student Trustee*
Queen's University Rector*
Student Senate Caucus Chair*
AMS Board of Directors Chair*
SGPS President*
AMS Secretary*





Executive Overview

Team MLM

The three-member AMS Executive is composed of the President, the Vice-President (Operations), and the Vice-President (University Affairs). Together, they are responsible for representing the interests of all undergraduate and MBA students and for the day-to-day management of the AMS. The Executive is elected annually during the winter term.

The President is responsible for the external representation of the Society and is ultimately accountable for ensuring the fulfilment of the Society's mandate and mission. They directly oversee the Advancement, Marketing & Communications, Human Resources, and

Information Technology Offices, as well as the Secretariat. They also preside over Presidents' Caucus, which consists of the member society presidents.

The Vice-President (Operations) is responsible for all day-to-day operational and financial matters of the Society. They oversee the AMS corporate services, administer the student activity fees, the AMS Health & Dental Plan, the Bus-It Program, and the consolidated budget for the AMS.

The Vice-President (University Affairs) is responsible for all political and educational matters within the Society, research and policy development, and academic issues at Queen's. They oversee the various Commissions and advocate to the university administration, the City

of Kingston, and the Province of Ontario. They also oversee the Clubs Office.

The 2018-2019 executive consisted of Miguel Martinez, President; Liam Tharp, Vice-President (Operations), and; Munro Watters, Vice-President (University Affairs).

JDUC Redevelopment

The John Deutsch University Centre (JDUC) is the cornerstone of the Student Life Centre, a complex of student-run buildings on campus. After years of debate and stalled action, 2019 was the year that redevelopment of the JDUC came to fruition.

A redeveloped JDUC was intended to serve as the third phase of the Queen's Centre project. However, dire economic circumstances scuttled that venture, and only the first of the three phases was realized. In December 2009, the Queen's Centre—with its adjoining Athletics & Recreation Centre (ARC)—opened to the public.

The Physical Education Centre (PEC) was more recently re-developed through a combination of government grants, university funding, and a robust advancement campaign. In 2018, this building reopened as Mitchell Hall, leaving the JDUC as the only remaining building at the heart of campus in desperate need of redevelopment and investment.

For years, the AMS has taken a leadership role in promoting JDUC investment. In 2017-2018, team JCP received a commitment from the University for \$43M in funding

(including financing support and a \$10M advancement target). Subsequently, the AMS held a referendum for an undergraduate contribution to the project, which failed by a ratio of 51-49. However, a simultaneous referendum among graduate students was approved, and the University maintained its commitment to redevelopment.

Team MLM worked to build on these successes and continue pushing the project forward. They reengaged with Queen's Physical Plant Services to conduct a process that selected two firms—MJMA & HDR—as the architects for the project. The AMS facilitated exhaustive consultation sessions that allowed student leaders, service managers, and common students to directly interface with the architects, and the new conceptual designs emerged from this process.

Team MLM also strove to reduce the contribution required from students to make the project viable. Commencing in 2019-2020, a fee of \$40 will be collected from each student (down from \$89 in the prior year's proposal), increasing to \$73.92 in the third year of collection.

This proposal for an accessible, sustainable, vibrant new student centre was adopted by the student body at referendum in January 2019 by a ratio of 52-48. Turnout for that vote was the highest for a stand-alone referendum in the recorded history of the Society.

Subsequently, the AMS, SGPS, and Queen's University entered into an agreement detailing the project's deliverables, which was ratified by the Board of Trustees in

March 2019. The JDUC redevelopment is scheduled to break ground in the spring of 2021.

This project was only made possible by the unrelenting and impassioned advocacy of student leaders over many years. In a redeveloped JDUC, students of all faculties will have a place to gather, learn, and grow together. The JDUC will once again become a hub for student life on campus.

Student Choice Initiative & Organizational Restructuring

On January 17th, the Ontario Government announced the Student Choice Initiative (SCI), a revised protocol for the collection of ancillary fees at post-secondary institutions. The stated purpose of this action was to give students greater control over which fees they pay, and to reduce the total financial burden of these fees.

This initiative has had profound ramifications for all student governments throughout the province, the AMS included. As a result of the SCI, the AMS Specific Fee could no longer be levied on a mandatory basis to all full-time undergraduate students. As such, many of the essential services supported by this fee had to be unbundled, and the residual fee for AMS membership had to be moved into the optional category.

Faced with a significant loss of funding, Team MLM worked with students through AMS Assembly and the AMS Board of Directors to chart a path forward. The result was a series of major cuts across

the organization. These were especially pronounced on the government and advocacy side of the AMS, as these departments were funded entirely through the Specific Fee.

The SCI produced the following major changes: the Commissions of Municipal Affairs and Academic Affairs were combined into the Commission of External Advocacy; the position of Orientation Roundtable Coordinator was combined with the Campus Activities Commissioner; the Judicial Affairs Office was moved under the Secretariat of Internal Affairs, and; the ReUnion Street Festival was discontinued.

The organizational re-structuring also prompted some positive changes. Many student-run services were able to replace salaried managers with part-time supervisor positions, allowing the AMS to offer a greater number of job opportunities.

Promoting Positive Relations with the Kingston Community

The 2018-2019 year saw many successful developments in the AMS's relationship with the City of Kingston. The two major areas of focus for Team MLM were the use of City space during Orientation Week and adapting to the new University District Safety Initiative (UDSI).

Team MLM was able to successfully lobby different departments of the City of Kingston to secure the use of park space for Faculty Societies during Orientation Week. City parks are integral to Frosh Week's continued success.

The City of Kingston introduced the University District Safety Initiative during the summer of 2019, which first took effect in the fall of 2019 during move-in week. When the UDSI is in effect, all police citations remove the option to plead guilty and remotely pay a fine. Instead, all ticketed individuals must appear in front of a justice of the peace. AMS Assembly chose not to vote in favour of a motion to endorse the initiative and the AMS continues to work alongside Queen's University and the City of Kingston to develop an alternate solution to dangerous street parties.

Alcohol & Smoking Policies

Throughout the 2018-2019 year, the University's Alcohol Working Group

assessed the campus alcohol policy and considered revising it for the first time in seven years. Team MLM pushed back hard against all proposals that could undermine safe drinking establishments on campus, including those operated by the AMS. The student consultations on this policy will continue into the 2019-2020 year.

At the very end of this year, the University announced an updated smoking policy that prohibits all students, faculty, staff, contractors, and visitors on university property from smoking any kind of substance and from using tobacco products. This policy took effect June 1, 2019. It is still permissible to smoke substances on adjacent public property, like streets and sidewalks.



2018-2019 AMS Executive:

Miguel Martinez (President), Munro Watters (VPUA), and Liam Tharp (VPOPS)



The Board of Directors of the Alma Mater Society of Queen's University Incorporated provides oversight to the management of the affairs of the Corporation. The Board exists to serve three key roles: financial, human capital, and strategic oversight.

The Board of Directors is composed of six Student Directors elected by AMS Assembly, the Executive, the General Manager, and three Non-Student Directors. The Board meets on a monthly basis to review committee recommendations and to discuss business pertaining to the AMS. Consistent with years previous, the Board approved several capital expenditures throughout the year. Over and above the regular business, the Board undertook various internal projects through its committees.

The Board had four standing committees: Finance & Risk, Audit, Personnel, and Governance. It also struck an ad hoc committee for Society-wide strategic planning and one that dealt with strategic planning specifically for the Queen's Journal.

This year, the Finance and Risk Committee worked to establish a risk register for the organization, which will take the work of successive Boards to complete. This year, progress was made in terms of analyzing feasibility, developing an implementation plan, and beginning to establish a framework for the risk register.

The Personnel Committee was occupied this year with reviewing and approving changes to improve the efficiency of services and to make changes in response to the Student Choice Initiative. Changes included the restructuring of management within services and the re-evaluation of job descriptions; the salary and honoraria grids also underwent significant review. The Harassment, Discrimination, and Violence in the Workplace Policy and Program as well as the Hiring and Appointment Policy and Procedures were analyzed and updated through the Personnel Committee this year.

The Governance Committee developed and implemented a Board self-evaluation to ensure

improvement throughout the year. Furthermore, the Committee updated the Board Policy Manual and created a detailed Board transition document. In order to improve internal record-keeping, accessibility, and security the Committee analyzed and implemented transferring the Board file system from SharePoint to OneDrive.

The Strategic Planning Committee focused on long-term planning for the services in response to the JDUC Redevelopment Project and the future direction of the AMS. Based on the importance of this Committee it was shifted from an ad hoc to a standing committee this year.

The Journal Strategic Planning Committee focused on evaluating the strategic direction of the Queen's Journal while preserving editorial autonomy. This Committee was tasked with evaluating best practices and responding to industry changes while working to address the deficit.

The audited financial statements within this report are a reflection of the financial position of the AMS. Management and the Board have collaborated to ensure the financial viability of the organization in order to ensure the AMS remains sustainable for current and future generations of students despite significant challenges faced this year.

The Board concluded the year by emphasizing the importance of strategic planning and risk management to work to ensure that the AMS is able to continue to provide experiential learning opportunities and meaningful services to students. The 2018-2019 AMS Board of Directors worked to ask important questions and to make difficult decisions for the future of the AMS. The Board will continue to do so – particularly in light of the Student Choice Initiative – in order to ensure the continued prosperity of the organization and the students it serves. That being said, the re-development of the John Deutsch University Centre (JDUC) presents a unique opportunity for the AMS to re-imagine itself. The Board will anticipate potential challenges and plan for the future to form a more cohesive and comprehensive strategic vision for the future of AMS services.

AMS Assembly



The Assembly is the highest governing body of the Alma Mater Society. It is comprised of roughly 55 representatives from Faculty Societies, 36 of whom are voting members. Assembly fulfills its mandate by debating motions, asking questions of elected student leaders, and reviewing recommendations submitted by the Executive, AMS Senior Management, and Faculty Society Executives. The Assembly is constitutionally empowered to direct the Executive, Commissioners, Judicial Affairs Manager and Secretary to conduct their responsibilities in the best interest of the student body.

All AMS members are encouraged to attend the monthly Assembly meetings. This year, Assembly was held predominantly in Macdonald Hall 001, however, two Assembly meetings were also held in Wallace Hall.



ALMA MATER SOCIETY

SECRETARIAT

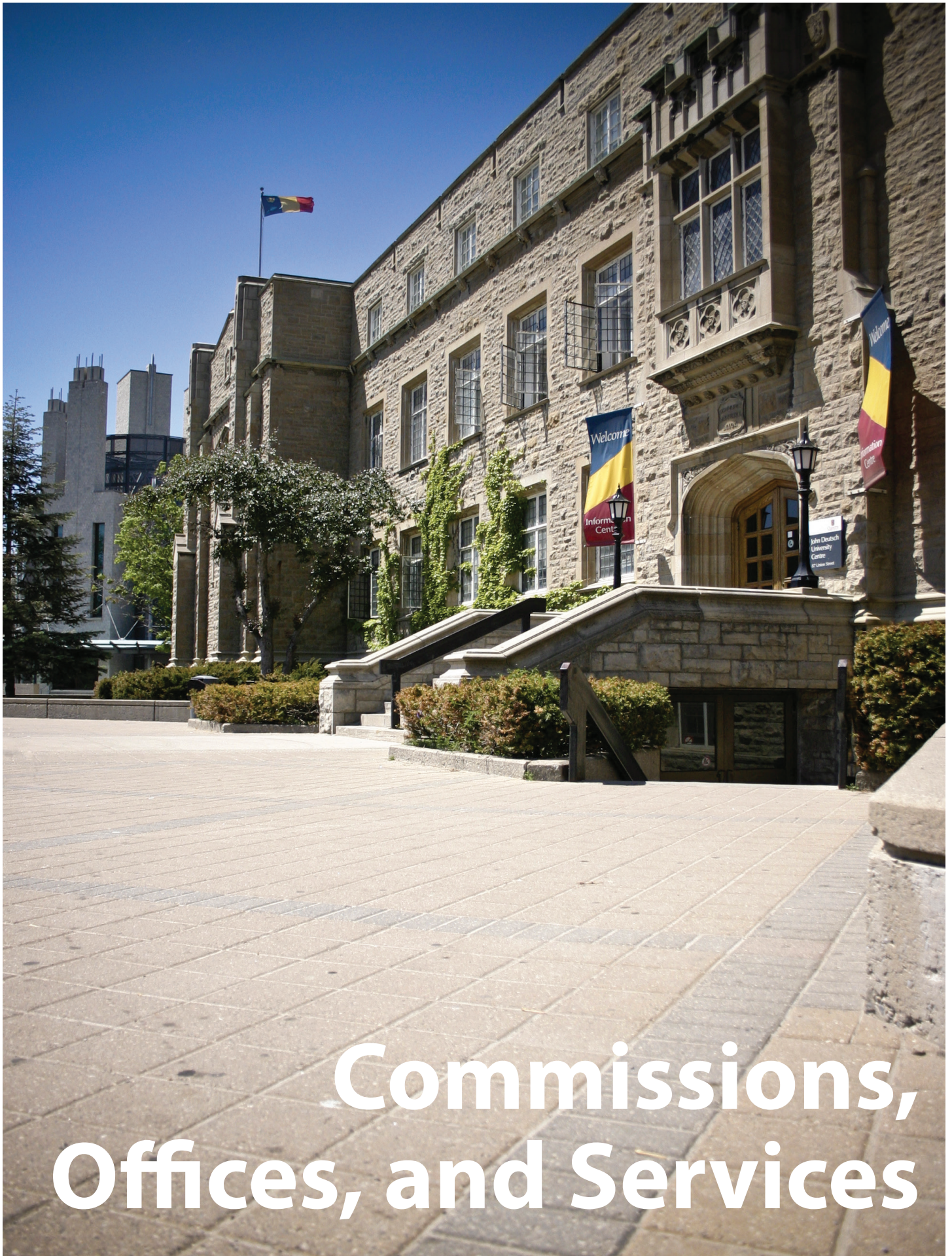
Highlights of Assembly:

- This year AMS Assembly played an extremely important advisory role in the JDUC functional programming process, consulting with HDR & MJMA Architects.
- The Assembly also called a special referendum for the JDUC Redevelopment Fee, approving the question that included the fee amount.
- The AMS Constitution was updated to use gender neutral terminology, as were references to the Judicial Affairs Office.
- Assembly also voted to have the AMS Board of Directors and President's Caucus create a mandate for an external investigation into the alleged conduct of the AMS President in relations with the Judicial Affairs Office, and to instruct the Board of Directors to engage an external investigator. Ultimately, this investigation dismissed any claim of misconduct by the AMS President.
- The Assembly had two special meetings called to discuss the external investigation and the consequences of the announcement by the provincial government of the Student Choice Initiative. Within the Student Choice Initiative meeting there were concrete recommendations given by members that were taken into account by the Board of Directors when they made their decisions on the Society's restructuring.
- At its final meeting, the Assembly voted to leave the Ontario Undergraduate Student Alliance, of which the AMS is a founding member.
- The Assembly also granted lifetime membership to Donna Janiec, Queen's Vice-Principal (Finance and Administration), in recognition of her ongoing support of the JDUC Redevelopment Project.
- The State of the Society speech and the 2018-2019 NAM Report were presented at the AGM, which had approximately 70 people in attendance.

The Assembly did not appoint an honorary President.



The Secretariat oversaw the Judicial Affairs Office (JAO) during the shutdown caused by the Judicial Affairs Manager's departure from the organization. During the broader restructuring of the AMS, the opportunity presented itself to further streamline the operations of the Non-Academic Misconduct system both in the Judicial Affairs Office and the Judicial Committee. Thus, the JAO was moved under the portfolio of the Secretariat of Internal Affairs.



Commissions, Offices, and Services

AMS Commissions

Representing four different facets of student life at Queen's, the Commissions of the Alma Mater Society strive to advocate on behalf of Queen's students to the University, the City of Kingston, and to the provincial government on student issues.



The Academic Affairs Commission (AAC) supports students in all academic matters. Their mission is to educate and engage with students on post-secondary issues, to advocate on their behalf both internally and externally, and to facilitate student needs through various committees and services. It also provides peer support through the Academic Grievance Centre. The AAC will become part of the new Commission of External Advocacy in 2019-2020.

The Campus Activities Commissions (CAC) strives for the betterment of student life through social, inclusive, and entertaining extracurricular activities. They run events and conferences that enrich the Queen's experience for undergraduates in unique and memorable ways.



The Municipal Affairs Commission (MAC) advocates for student interests at a municipal level on issues such as property standards, waste programs, and snow removal. They also facilitate a wide range of opportunities for students to volunteer in the Kingston community. Finally, the MAC helps to prepare students to live responsibly in off-campus housing. The MAC will become part of the new Commission of External Advocacy in 2019-2020.

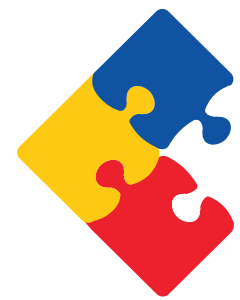
The Social Issues Commission (SIC) aims to speak to issues of equity while challenging oppression at Queen's. They seek to provide students with resources and education as well as offer an open, safe space for those who face oppression and their allies. By fostering close ties with various groups and the Queen's administration as well as facilitating student learning about oppression, they aim to eliminate marginalization on campus and increase inclusivity.



AMS Offices

The six AMS offices support the activities of all students presently involved with the AMS as well as those looking to get involved. Directors work closely with the Executive, Commissioners, and Service Managers to ensure that the day-to-day operations of the Society run smoothly and are accessible to all students. They also work toward strengthening the organizational and reputational standing of student leadership.

The **Advancement Office (ADO)** is responsible for ensuring that the AMS has a cohesive strategy for fundraising, sponsorship, and meaningful engagement with alumni. This Office works to build and maintain relationships with donors, sponsors, and the alumni community, and works closely with the Queen's office of Advancement on these goals. The ADO supports the functions of the AMS and its ratified clubs by securing financial contributions and mentorship opportunities that will enhance the programming and services provided by the Society.



The Human Resources (HR) Office ensures that working for the AMS is rewarding, productive, and welcoming. Whether volunteering on a committee, serving as an AMS intern, or working for one of the many AMS services, the HR Office is a key resource for student employees. This office also conducts recruitment on behalf of the AMS and works to develop policies and procedures that make the AMS a fair, safe, and equitable workplace.

The Information Technology (IT) Office works to provide and maintain the IT infrastructure on which the AMS depends. The IT Office operates internally on both the government and corporate sides of the AMS to ensure the continued support and maintenance of all IT equipment and services. The IT Office works to develop applications, databases, and websites for the various AMS Services in conjunction with Queen's IT Services. The AMS IT Office employs part-time student staff members, helping to develop students' passion for information technology.



The Marketing & Communications (MarComm) Office serves as the public relations channel for the AMS and facilitates the two-way flow of information between the AMS and students. They accomplish this by conducting marketing research to gauge the opinions of the Queen's student body while monitoring the AMS's media relations with both local and national media. The MarComm Office is also responsible for the supervision and creation of AMS publications, web content, and interacting with students through social media.



QUEEN'S
CLUBS



The Clubs Office supports over 275 unique organizations, ranging from cultural groups to health outreach initiatives and everything in between. For many students, participating in clubs is one of their most important out-of-classroom experiences. The Clubs Office supports AMS-ratified groups by providing financial resources (grants, bursaries, fundraising, etc.), managing club space, insurance, and resources for event planning and marketing. They also hold various workshops throughout the year, along with the annual Tricolour Open House which gives clubs the opportunity to showcase their organization to the entire student body. The Director of Clubs is responsible for the day-to-day operations of the Office which includes connecting with club members, students, and stakeholders (on and off campus) as well as overseeing the Assistant Director of Clubs. Additionally, they act as the main liaison between the AMS and the clubs community. A complete list of clubs and organizations can be found on the AMS website along with other useful club information.



Student Life Centre

Space • Information • Resources

The Student Life Centre (SLC) is a collection of facilities, services, and resources dedicated to enhancing the quality of student life at Queen's. Encompassing the John Deutsch University Centre (JDUC), the non-athletics portion of the Queen's Centre (QC), the Mackintosh-Corry Student Street (MC), and the Grey House, the SLC provides space for Societies and clubs, bookable spaces for meetings and performances, and public spaces for a wide range of student and community uses. In the near future, the JDUC Redevelopment Project will create transformative new opportunities for student life and engagement. Excellent student life requires exceptional spaces, and the SLC works toward providing them.



AMS Services

All AMS services are entirely student-run and dedicated to providing affordable products and services in a safe, student-friendly environment. Thousands of student employees and volunteers work hard to bring on-campus resources to those who need them, whether that's a cup of coffee at Common Ground, online campus news from the Queen's Journal, or academic support from the Academic Grievance Centre.



The Common Ground Coffeehouse (CoGro) is a student run coffeehouse found at the heart of the campus in the Queen's Centre. They offer a large variety of espresso-based drinks, iced drinks, bagels, delicious sandwiches, and local baked goods. The CoGro lounge space is used for studying, hanging out with friends, grabbing lunch, and can be booked for events. Common Ground operates The Brew, a second location in the Upper JDUC (near Tricolour Outlet).

Located in the heart of the JDUC, the **Printing & Copy Centre (P&CC)** offers a wide variety of products and services including: black & white and colour printing; scanning; faxing; business cards, booklet, brochure, and program printing; rave cards; binding; poster printing and more. The staff at the P&CC work hard to help students complete their publishing projects efficiently, effectively, and affordably—all while in a fun, welcoming environment.



Walkhome is a student-run service that provides members of the Queen's community with a safe and comfortable way to travel Kingston at night. It is an anonymous and confidential service, so our staff members do not wear clothes identifying them as a Walkhome team. In 2017, Walkhome partnered with a local software company to begin the creation of an online mobile application. Whether students feel unsafe or just want company they can call (613) 533-WALK, visit the kiosk in the lower ceiling of the JDUC, or use the mobile app to request a walk.



The Housing Resource Centre (HRC) is a confidential space where students can talk freely about their concerns with any current or potential housing situation. The HRC also offers tips on house hunting and finding housemates.

The **Peer Support Centre (PSC)** is comprised of a dedicated group of trained volunteers for listening and empathetic peer support to students at Queen's. The PSC provides a safe, non-judgmental, and strictly confidential environment for students to speak with our compassionate volunteers, as well as resource referral and support groups.



TRICOLOUR OUTLET

Tricolour Outlet is a one-stop shop that serves students, alumni, and the Queen's community. They provide high-quality options for Queen's clothing and merchandise, a means for students to save money on used textbooks, inexpensive school supplies, event tickets, and a safe and convenient bus service. They are located on the first floor of the JDUC. They have a website, which can be found at: www.tricolouroutlet.ca

Studio Q is a student-run creative agency, providing professional design, photography, video, and broadcasting services. As well, they produce the Tricolour Yearbook & Agenda and livestream the Queen's Gaels home games.



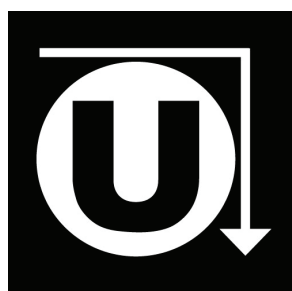
The **AMS Food Bank** provides confidential and non-judgmental food options to members of the Queen's community. The Food Bank (JDUC 343) helps to ensure that Queen's students can be healthy and productive as they pursue academic achievement and works to alleviate poverty amongst Queen's community members. Learn more at www.AMSfoodbank.com.

The **Queen's Student Constables (StuCons)** are a peer-to-peer security service that embodies the unique idea of students being responsible for students. StuCons work to keep everyone safe by upholding AMS and University rules and regulations at sanctioned events and venues.



The **Academic Grievance Centre (AGC)** is the place to go with questions or concerns about academic grievances, discipline, or regulations. The volunteers that work in the centre (JDUC 040), are very knowledgeable about the academic policies of the University and can be a resource and support when students simply need someone to listen to their academic concerns.

Since 1977, the **Queen's Pub (QP)** has been a tradition at Queen's University. The relaxed atmosphere and great tunes keep students coming back. The menu has vegetarian options, a multitude of beers, fine wines, and cocktails, as well as a variety of non-alcoholic drinks. Whether using the Pub to meet a study group or watch sports on the HD flat screen TVs, QP staff will always make visits the best they can be. The **AMS Pub Services (TAPS)** is composed of Queen's Pub (QP) and The Underground Nightclub.



Since opening its doors in 1976, the **Underground** has served generations of students and alumni. Administered along with the QP by **The AMS Pub Services (TAPS)**, the Underground is the only student-operated nightclub in the country and offers a level of acceptance and warmth that is unparalleled in the Kingston community. It doesn't matter what faculty you are from, The Underground welcomes all students who are invested in making each night special. The Underground is available for booking to all students for club events, team socials, or even birthday parties.

With a staff of almost 30 students, the **Queen's Journal (QJ)** puts out print issues every Friday and releases online content throughout each week at www.queensjournal.ca. They welcome all students as writers and photographers as well as letters or opinion pieces from all members of the Queen's community. The Journal House is located at 190 University Ave.





Awards and Bursaries

(Established by AMS;
Administered by Queen's University)

The Agnes Benidickson Bursary

An endowed fund established in 1998 by the AMS in honour of the Chancellor Emerita, Agnes Benidickson. Funds have been donated through student activity fees and raised through Project Millennium. Awarded to an undergraduate student in financial need in any year of any faculty or school at Queen's. Eight (8) recipients shared in the \$54,200 awarded leaving a balance of **\$94.61** in the account. The capital account balance of the fund as of April 30, 2019 was \$913,736.75.

The AMS Accessibility Queen's Bursary

An endowed fund established by the AMS in 2007, and revised in 2015, awarded on the basis of the financial need of students with disabilities who are registered with Queen's Disability Services and who are not eligible for funding through the OSAP Bursary for Students with Disabilities. The bursary will help with the costs associated with adaptive technology, transportation costs, etc. Six (6) recipients shared in the \$18,100 awarded, leaving a balance of \$5.53 in the income account. The capital account balance of the fund as of April 30, 2019 was \$350,587.97.

The AMS Membership Bursary

Established in 2014, this bursary is awarded on the basis of the demonstrated financial need to Alma Mater Society members challenged in paying the cost of the AMS Mandatory Student Activity Fees. Sixty-three (63) recipients shared in a total award of \$40,000. The income account balance as of April 30, 2019 was \$0.

The AMS Indigenous Student Awards

An endowed fund established in 1990 by the AMS and awarded to native students entering first year in any faculty or school at Queen's with preference given to undergraduate students. Selection is based on academic standing and/or financial need. One (1) recipient received an award of \$3,400, leaving a balance of \$55.45 in the income account. The capital account balance of the fund as of April 30, 2019 was \$38,376.18.

AMS Sesquicentennial Bursaries

An endowed fund established by the AMS in 1990. Bursaries are awarded to students in any

faculty or school with preference to single parents with day-care expenses. In 2017-2018, awards of \$14,800 were divided among five (5) recipients. The capital balance of the fund as of April 30, 2019 was \$140,921.86 and the income account balance of the fund was \$73.44.

Disabled Students' Bursaries

An endowed fund established by the AMS and Arts and Science '82, to assist disabled students attending Queen's. Bursaries are awarded on the basis of need. One (1) recipient was awarded \$1,200. The capital account balance of the fund as of April 30, 2019 was \$11,359.60, with an income account balance of \$82.98.

The Ida Mmari Scholarship for Refugee Students

An expendable fund established by students of Queen's University in memory of Ida Mmari of Tanzania, M. PI. '83. Funded from a mandatory AMS student activity fee and donations, scholarships are awarded to refugee students and the scholarship is renewable for up to four years. Seven (7) recipients shared awards of \$64,927.12. The income account balance of the fund as of April 30, 2019 was \$165,556.14.

Queen's International Students' Society Bursary

Established in 1993 by the Queen's International Students' Society, this bursary is awarded on the basis of financial need with preference given to an international student. The bursary is funded through a student activity fee. Two (2) recipient shared total awards of \$3,500. The income account balance as of April 30th, 2019 was \$3,817.37.

Queen's Work Study

The Work Study program is jointly funded through student activity fees and Queen's Administration. The objective of the program is to provide an opportunity for students in financial need to receive priority for certain part-time jobs (generally on campus) during their academic studies. Each year approximately 500 students participate in the program across campus. In 2018-2019 the AMS received \$21,825 to be allocated to students in the program employed at our services.

Student Loans Program

An expendable fund established by resolution of the AMS Board of Directors in 1976 for the purpose of providing short-term loans to Queen's Students. Funding derives from interest on capital held by the AMS and from interest earned on the loans to students. As of April 30, 2019, the student loan fund amounted to \$43,390.

The AMS/SGPS Out-of-City Healthcare Travel Bursary

Established in March 2016 by the AMS and the Society of Graduate and Professional Students, and awarded on the basis of self-identified need on the part of the applicant who requires financial support to attend healthcare appointments outside of the City of Kingston, generally with a Specialist. Two (2) recipients received awards totaling \$400. The fund balance as of April 30, 2019 was \$13,500.



Accessibility Queen's Fund

The Accessibility Queen's Fund was created by referendum in 1983 to support the capital needs of Queen's community members with disabilities on campus. The Accessibility Queen's Committee recommended payments totalling \$3,054 continue to fund accessibility needs from capital projects and annual ongoing accessibility programs and services. The balance of this fund as of April 30, 2019 was \$155,289.

Advantage Fund

The Advantage Fund was created by the Board of Directors in 1997. It was designed to take advantage of the annual income growth made on the AMS's pooled investment assets. Transfers from the fund to the operating fund are made annually to fund the operations of the Board and are recorded as interfund transfers. The fund balance as of April 30, 2019 was \$1,563,392.

AMS Membership Bursary Fund

The AMS Membership Bursary Fund was created by the AMS Board of Directors in 2014 to assist students facing financial challenges in paying the cost of the AMS mandatory activity fees. A minimum of \$5,000 was committed for each of the five years ending in April 2019. This Bursary is administered by Queen's Student Awards. During the year, \$40,000 was awarded among 63 recipients to students to reduce fees. The fund balance as of April 30, 2019 was \$13,991.

The AMS Emergency Taxi Fund

Established in 2000 by the AMS and created for students with temporary mobility impairments, who require taxi assistance to and from campus and classes. Thirty-six (36) recipients received awards totalling \$7,131.25. The balance in the fund as of April 30, 2019 was \$0.08.

The Reflection Award

Established in 2018 by the AMS, the Arts and Science Undergraduate Society (ASUS), and the Faculty of Arts and Science. Awarded to an undergraduate student on the basis of advocacy, leadership, and contributions to the Indigenous community at Queen's, with preference given to Indigenous students. One (1) recipient received an award of \$1,750. The balance in the fund as of April 30, 2019 was \$0.

Health and Dental Plans Fund

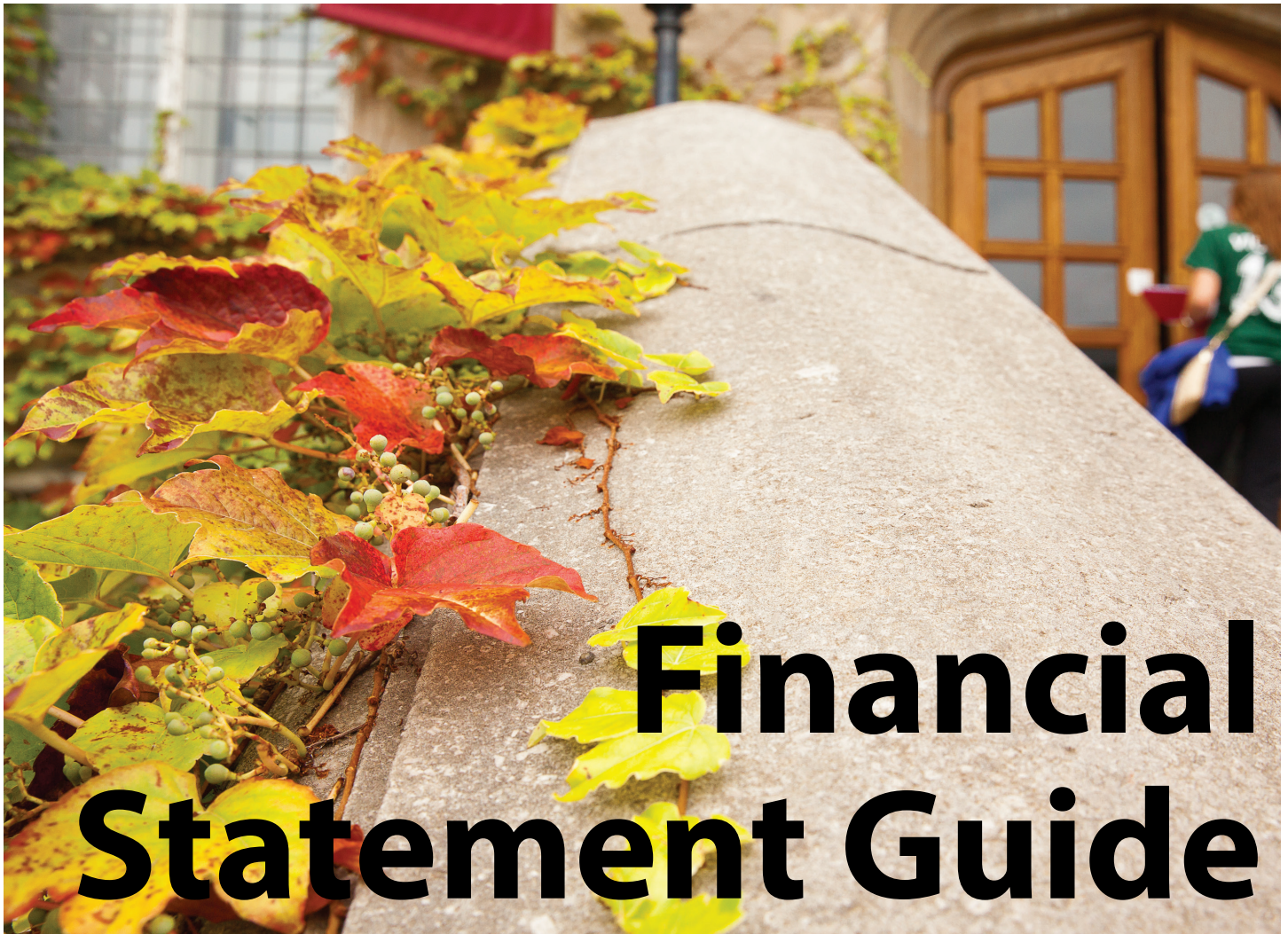
The Health and Dental Plans Fund was created by the AMS Board of Directors in 2001 to provide accountability and visibility of accumulated surpluses and deficits arising from the Plan's activity. The AMS operates these plans under what is known as "self-insured" meaning that all administrative and financial risk is the responsibility of the AMS. The balance of the fund as of April 30, 2019 was \$3,439,020.

AMS Student Centre Fund

The AMS Student Centre Fund was established in 1991 and its purpose is to provide the AMS with control over the surpluses and deficits of its facility operations. The fund is to be used by the AMS to fund major renewal and renovation projects for the JDUC. The balance in the fund as of April 30, 2019 was \$1,430,539.

Student Life Centre Facilities Fund

The AMS entered into an agreement in 2011, and renewed in 2015, with Queen's University and The Society of Graduate and Professional Students which provides for the sharing of costs associated with the operation and maintenance of certain facilities known as the Student Life Centre. The agreement provides for the provision of two reserves; Long Term Operating and Capital, in support of these facility costs. The balance in the fund as of April 30, 2019 was \$132,112.



Financial Statement Guide

The Alma Mater Society of Queen’s University Incorporated (“AMS”) prepares financial statements on an annual basis which are audited by an independent public accounting firm approved annually by the Assembly and AMS Board of Directors. The current auditors of the AMS are KPMG LLP. The financial statements are comprised of the statement of financial position as of April 30th, which is the AMS’ fiscal year end, the statements of operations, changes in net assets, cash flows for the year ended April 30th and notes to financial statements. Schedules of revenue, expenses and interfund transfers by major activity are included for further detail. Copies of the audited financial statements including the Independent Auditors’ Report may be obtained from the AMS office or www.myams.org.

Selected financial information is included to highlight the financial position and results of operations of the AMS. In addition, a brief synopsis of terms and definitions follow to assist in the understanding of the financial information and serve as a guide to the inexperienced reader.

INDEPENDENT AUDITOR’S REPORT

An Auditor’s Report is a formal opinion issued by an independent public accounting firm to the stakeholders of an entity on completion of an audit. The report describes both management and auditor responsibilities for the financial statements, a description of what an audit involves, and an opinion on the fair presentation of the financial statements in accordance with accounting standards. An opinion is given based on “reasonable assurance” that “material misstatement” does not exist. There may be errors but none significant to impact decisions made by users of the financial statements. A clean or unreserved opinion means that the auditors were able to satisfy themselves that the above conditions were met.

STATEMENT OF FINANCIAL POSITION

The statement of financial position, also known as the balance sheet, is a snapshot of the financial position of an entity on the last day of its year-end. The balance sheet is divided into three main sections; assets, liabilities and net assets. Net assets represent the financial health of the entity.

Assets: An asset is an expenditure which is expected to provide benefit to the entity now and into the future. Assets are listed on a balance sheet in order of liquidity (i.e. ease with which the asset can be converted into cash). Capital assets are recorded at historical cost and are amortized (a charge to operations) over a period of time determined by the Board of Directors.

Liabilities: A liability is an obligation. Liabilities are segregated between those due in one year and less (current liabilities) and those which will come due in greater than one year. The majority of liabilities of the AMS consist of short-term obligations due to suppliers, government agencies and amounts held by the AMS on behalf of other non-AMS groups.

Net assets: Net assets or equity is the residual after deducting liabilities from assets. In essence, it represents the “net worth” of the company. The equity section is typically divided into several key components; the operating fund, reserves and restricted funds. The operating fund is the accumulated surpluses and deficits from operations from inception of the entity. The operating fund includes all activities except for those managed by a fund or reserve. Reserves are established and approved by the Board of Directors. Lastly, an entity establishes restricted funds to separately account for certain activities outside normal operations. These restricted funds are designated either internal or external dependent upon the entity’s control over the fund and the involvement by external persons.

STATEMENT OF OPERATIONS

The statement of operations reports revenues less expenses for an entity for a reporting period which is usually one year. The AMS reported a net deficit from the operating fund of \$139,837 for the 12 months ended April 30th, 2019. The breakdown for this number is provided on the following schedules; Schedules of Service, Other Corporate, and Government Revenue, Expenses and Interfund Transfers. Also reported for the year are the results for the restricted funds, which is a surplus of \$2,150,292. The composition of this number is provided on the schedule of Restricted Funds Revenue, Expenses and Interfund Transfers.

STATEMENT OF CHANGES IN NET ASSETS

The statement of changes in net assets provides a continuity of the opening balance, activity during the year, and ending balance for each component of net assets for the 12 months ended April 30th.

STATEMENT OF CASH FLOWS

The statement of cash flows shows how changes in balance sheet accounts and results from operations affect cash and cash equivalents, and breaks the analysis down between operating, investing and financing activities. The cash flow statement is concerned with the flow of cash in and out of the entity, identifying an increase or decrease in cash and cash equivalents during the year.

NOTES TO FINANCIAL STATEMENTS

Notes to financial statements are additional information found at the end of the financial statements. Notes to financial statements help explain specific accounting policies used by the entity and additional details required for the assessment of the entity’s financial condition.

Financial Statements

ALMA MATER SOCIETY OF QUEEN'S UNIVERSITY INCORPORATED

Statement of Financial Position

April 30, 2019, with comparative information for 2018

	2019	2018
Assets		
Current assets:		
Cash	\$1,875,612	\$1,039,071
Marketable securities	7,344,080	7,606,529
Accrued interest	16,612	16,657
Accounts receivable	1,270,694	73,430
Inventories	234,315	224,147
Prepaid expenses	5,558	22,159
	<hr/>	<hr/>
	10,746,871	8,981,993
Capital assets	253,899	233,165
Other Assets:		
Student loans program	43,390	43,150
	<hr/>	<hr/>
	\$11,044,160	\$9,258,308
<hr/>		
Liabilities and Net Assets		
Current Liabilities:		
Accounts payable and accrued liabilities	\$2,022,666	\$2,219,196
Funds held for Queen's Bands	210,457	178,365
Funds held for Union Gallery	25,111	18,141
Current portion of loan payable	21,012	67,135
	<hr/>	<hr/>
	2,279,246	2,482,837
Long term liabilities:		
Loan payable	–	21,012
Net assets:		
Net assets invested in capital assets	253,899	233,165
Other reserves – internally restricted	250,000	250,000
Internally restricted funds	6,602,231	4,519,074
Externally restricted funds	132,112	64,977
Operating fund- unrestricted	1,526,672	1,687,243
	<hr/>	<hr/>
	8,764,914	6,754,459
	<hr/>	<hr/>
	\$11,044,160	\$9,258,308
	<hr/>	<hr/>

Financial Statements

ALMA MATER SOCIETY OF QUEEN'S UNIVERSITY INCORPORATED

Statement of Operations

Year ended April 30, 2019, with comparative information for 2018

	2019			2018		
	Operating Fund	Restricted Funds	Total	Operating Fund	Restricted Funds	Total
Revenue:						
Services revenue	\$ 5,385,295	\$ –	\$ 5,385,295	\$ 5,425,067	\$ –	\$ 5,425,067
Other corporate revenue	3,883,368	–	3,883,368	3,226,067	–	3,226,067
Government revenue	1,584,388	–	1,584,388	1,463,747	–	1,463,747
Restricted fund revenue	–	6,681,922	6,681,922	–	5,716,853	5,716,853
	10,853,051	6,681,922	17,534,973	10,114,881	5,716,853	15,831,734
Operating expenses:						
Services expenses	5,438,606	–	5,438,606	5,253,488	–	5,253,488
Other corporate expenses	4,237,750	–	4,237,750	3,506,599	–	3,506,599
Government expenses	1,487,383	–	1,487,383	1,446,589	–	1,446,589
Restricted fund expenses	–	4,360,779	4,360,779	–	4,671,643	4,671,643
	11,163,739	4,360,779	15,524,518	10,206,676	4,671,643	14,878,319
Excess of revenue over expenses (expenses over revenue)	(310,688)	2,321,143	2,010,455	(91,795)	1,045,210	953,415
Interfund transfers - general	170,851	(170,851)	–	120,852	(120,852)	–
Excess of revenue over expenses, net of interfund transfers - general	\$ (139,837)	\$ 2,150,292	\$ 2,010,455	\$ 29,057	\$ 924,358	\$ 953,415

Financial Statements

ALMA MATER SOCIETY OF QUEEN'S UNIVERSITY INCORPORATED

Schedule of Service Revenue, Expenses and Interfund Transfers

Year ended April 30, 2019, with comparative information for 2018

	2019				2018			
	Revenue	Expenses	Interfund Transfers	Net Contribution (Loss)	Revenue	Expenses	Interfund Transfers	Net Contribution (Loss)
AMS Food Centre	\$ 38,012	\$ 31,873	\$ 710	\$ 5,429	\$ 36,516	\$ 13,711	\$ 710	\$ 22,095
Common Ground Coffeehouse	1,163,683	1,276,525	66,468	(179,310)	1,315,850	1,245,975	66,468	3,407
Publishing and Copy Centre	464,972	436,623	23,877	4,472	449,962	409,034	23,877	17,051
Queen's Journal	216,211	262,770	26,400	(72,959)	219,522	252,330	26,400	(59,208)
Queen's Student Constables	388,098	308,911	1,092	78,095	373,228	290,396	1,092	81,740
Peer Support Centre	147,972	131,435	-	16,537	580	12,388	-	(11,808)
S.M.A.R.T.	-	-	-	-	33,838	56,886	2,178	(25,226)
Studio Q	472,358	335,648	10,629	126,081	454,190	355,203	10,629	88,358
The AMS Pub Services	811,659	1,047,253	66,072	(301,666)	966,874	1,134,307	66,072	(233,505)
Tricolour Outlet	1,298,377	1,191,573	76,956	29,848	1,210,515	1,112,866	76,956	20,693
Walkhome	383,953	415,995	4,699	(36,741)	363,992	370,392	4,699	(11,099)
	\$5,385,295	\$5,438,606	\$276,903	\$(330,214)	\$5,425,067	\$5,253,488	\$279,081	\$(107,502)

ALMA MATER SOCIETY OF QUEEN'S UNIVERSITY INCORPORATED

Schedule of Other Corporate Revenue, Expenses and Interfund Transfers

Year ended April 30, 2019, with comparative information for 2018

	2019				2018			
	Revenue	Expenses	Interfund Transfers	Net Contribution (Loss)	Revenue	Expenses	Interfund Transfers	Net Contribution (Loss)
AMS General Office	\$ 3,465,339	\$ 3,541,072	\$ (140,000)	\$ 64,267	\$ 2,866,892	\$ 2,868,226	\$ (140,000)	\$ 138,666
Advancement Office	34,347	33,598	-	749	32,885	28,112	-	4,773
Board of Directors	-	55,930	(55,930)	-	-	43,023	(43,023)	-
Marketing & Communications Office	117,353	107,377	-	9,976	92,834	92,414	-	420
Human Resources Office	76,809	72,903	-	3,906	87,848	71,725	-	16,123
Information Technology Office	113,532	103,957	-	9,575	91,561	86,390	-	5,171
Student Life Centre	75,988	322,913	(251,824)	4,899	54,047	316,709	(216,910)	(45,752)
	\$ 3,883,368	\$ 4,237,750	\$ (447,754)	\$ 93,372	\$ 3,226,067	\$ 3,506,599	\$ (399,933)	\$ 119,401

Financial Statements

ALMA MATER SOCIETY OF QUEEN'S UNIVERSITY INCORPORATED

Schedule of Government Revenue, Expenses and Interfund Transfers

Year ended April 30, 2019, with comparative information for 2018

	2019				2018			
	Revenue	Expenses	Interfund Transfers	Net Contribution (Loss)	Revenue	Expenses	Interfund Transfers	Net Contribution (Loss)
Academic Affairs Commission	\$ 48,662	\$ 46,182	\$ -	\$ 2,480	\$ 42,315	\$ 40,369	\$ -	\$ 1,946
Assembly	114,227	651	-	113,576	40,662	-	-	40,662
Campus Activities Commission	233,688	267,042	-	(33,354)	235,893	300,225	-	(64,332)
Clubs Office	112,445	89,287	-	23,158	106,250	81,954	-	24,296
Judicial Affairs Office	28,864	27,430	-	1,434	25,564	21,734	-	3,830
Municipal Affairs Commission	109,831	102,835	-	6,996	99,952	92,662	-	7,290
Orientation	440,677	472,164	-	(31,487)	364,276	374,517	-	(10,241)
O.U.S.A	75,101	73,464	-	1,637	70,537	73,805	-	(3,268)
Reunion Street Festival	286,175	295,963	-	(9,788)	295,527	298,652	-	(3,125)
Secretariat	33,494	31,199	-	2,295	23,628	23,818	-	(190)
Social Issues Commission	84,524	70,731	-	13,793	119,640	104,291	-	15,349
Vice-President University Affairs	16,700	10,435	-	6,265	39,503	34,562	-	4,941
	\$ 1,584,388	\$ 1,487,383	\$ -	\$ 97,005	\$ 1,463,747	\$ 1,446,589	\$ -	\$ 17,158

ALMA MATER SOCIETY OF QUEEN'S UNIVERSITY INCORPORATED

Schedule of Restricted Funds Revenue, Expenses and Interfund Transfers

Year ended April 30, 2019, with comparative information for 2018

	2019				2018			
	Revenue	Expenses	Interfund Transfers	Net Contribution (Loss)	Revenue	Expenses	Interfund Transfers	Net Contribution (Loss)
Internally restricted:								
Accessibility Queen's Advantage	\$ 55,275	\$ 13,631	\$ 5,000	\$ 36,644	\$ 53,347	\$ 1,479	\$ 5,000	\$ 46,868
AMS Membership Bursary	10,234	47,952	-	(37,718)	49,030	30,000	-	19,030
AMS Student Centre	607,662	37,941	328,740	240,981	664,100	63,717	326,480	273,903
Health and Dental Plans	4,572,845	3,023,696	90,000	1,459,149	3,818,011	3,264,122	90,000	463,889
	5,750,514	3,182,687	484,670	2,083,157	4,741,465	3,412,624	469,503	859,338
Externally restricted:								
Student Life Centre Facilities	931,408	1,178,092	(313,819)	67,135	975,388	1,259,019	(348,651)	65,020
Total Restricted Funds	\$ 6,681,922	\$ 4,360,779	\$ 170,851	\$ 2,150,292	\$ 5,716,853	\$ 4,671,643	\$ 120,852	\$ 924,358

Alma Mater Society 2018-2019

Executive		
Vice President (Operations) Liam Tharp	President Miguel Martinez	Vice President (University Affairs) Munro Watters
Permanent Staff		
General Manager Lyn Parry Controller Lyn MacFarlane	Facilities Officer Troy Buchanan Operations Officer Dom Conacher Information Officer Wayne Pender	Accounting Assistant Janice Kirkpatrick Administrative and Payroll Assistant Maria Barzowski
Government Managers		
Academic Affairs Commission Julia Göllner – Commissioner Municipal Affairs Commission Søren Christianson – Commissioner Nicholas Thompson – Housing Resource Centre Manager Advancement Office David Bath – Director Human Resources Office Joe Palubiski – Director Becca Dann – Talent Acquisition Manager	Campus Activities Commission Alexander Birt – Commissioner Lexi Honsberger – Orientation Roundtable Coordinator Bronté McMaster – ReUnion Street Festival Coordinator Marketing & Communications Office Rachael Heleniak – Director James Morden – Brand Manager Chauntae De Gannes – Marketing Research Manager Information Technology Office Jessica Dahanayake – Director	Social Issues Commission Myriam-Morènikè Djossou – Commissioner Stewart Langley – Foodbank Manager Clubs Office Regina Codera – Director Ewan Harris – Assistant Director Secretariat Bronwyn Woolhouse – Secretary Susie Emerson – Judicial Affairs Kristen Johnson – Chief Electoral Officer
Service Managers and Board of Directors		
Common Ground Jasmine Meikle – Head Manager Gretha Conrads – Human Resources Lindsay Bousada – Marketing Laura Rubino – Events Emily Fenech – Purchasing Cassandra Littlewood – Purchasing and Catering Ananya Chakraborty – Facilities Printing and Copy Centre Haley Kenna – Head Manager Jordan Greene – Human Resources Megan Saul – Marketing Zach Slater – Purchasing Katie Blaiklock – Facilities Queen’s Student Constables Taylor Clarke – Head Manager Matthew Kennelly – Human Resources	Peer Support Centre Mia Berloni – Head Manager Carolina Navas – Assistant Manager Andie Rexdiemer & Laine Ingratta – Marketing Coordinators Nika Elmi & Sierra Gaudreault – Outreach Coordinators Walkhome Matt Rowland – Head Manager Jaspar Bienzle – Human Resources The AMS Pub Services (TAPS) Nakita Hayes – Head Manager Tia Wilson – Human Resources Zheng Yi Ong – Marketing Pamela Phan – Purchasing Matt Whittle – Facilities Vanessa Thompson – Liquor	Student Life Centre Chloe Draeger – Managing Director Andry Asoh – Operations & Sustainability Rana Soyak – HR and Marketing Morgan Vallati – Reservations Coordinator Operations Analysts Mitch Kingston Amey Zhang Board of Directors Mikela Page – Chair Leah Bourque – Vice Chair Jordan Nensi – Student Director Aniqah Mair – Student Director Evan Goldman – Student Director Julia Kruja – Student Director John Neretlis – Non-Student Director Patrick Kennedy – Non-Student Director
Contact: Phone: 613-533-3001 Fax: 613-533-3002 Email: communications@ams.queensu.ca		Address: John Deutsch University Centre 87 Union St. Kingston ON, K7L 2N9