The University of Western Ontario
Orientation Planning Committee

Western

Meeting
Wednesday July 22nd, 2015
2:00 p.m. – 4:00 p.m.

In Attendance:

Cassie Anton	Rich Caccamo	Eddy Avila
Anooshae Janmohammad	Alana Stevenson	Gwen Lowrie-Dennis
Jared Boland	Tolu Kayode	Peggy Wakabayashi
Caitie Cheeseman	Courtney McDonald	Papy Abdie
Mike Bartlett	Fabiana Trepedino	Hein Ngo

Late:

Folawiyo Laditi

Regrets:

Doreen Vautour	Stef Wisofschi	Josh Clark
Frank Inglis	Chris Alleyne	Taryn Scripnick

Location: UCC conference room 369

Chair: Peggy Wakabayashi

Speakers List: Jared Boland, Eddy Avila and Alana Stevenson

Call to Order

- The meeting was called to order at 2:00 p.m.

Adoption of the Agenda

- The group agreed to amend the Agenda in order to go over approval resubmissions before working group updates.

Comments from the Co-Chairs

- Peggy noted that Taryn is out of the province and will not be joining us.

Approvals and Review Resubmission

- Eddy noted that materials had to be ordered for designs by July 23rd, therefore the resubmissions were time sensitive.
- Eddy reminded OPC that small programming changes would be made later by the Orientation Leadership Team. OPC agreed to put trust in the team to troubleshoot issues.

<u>Residence Design – Elgin</u> – *presented by Alana*

  o Redesigned their original Alice and Wonderland theme.
  o Replaced giant mushrooms with a teapot.
  o Jared noted that there are still smaller mushrooms in the design.
  o The table agreed that the mushrooms were not significant.
  o ███████████████ (Peggy): the mushrooms near the alligator can be removed, and the other smaller mushrooms can stay.
  o CONSENSUS: remove the larger mushrooms from Elgin's residence design; the rest of the design is approved.

- Eddy asked OPC if Alana and he have permission to approve MedSyd's graphic as it is not ready yet. (It is agreed that OPC will review the graphic if it is finished before the end of the meeting).
- The group agrees and trusts their judgement.

<u>Faculty Design – FIMS (one new graphic)</u> – *presented by Jared*

*Please refer to the "Faculty and OC Themes, Designs and Programming" PowerPoint on OWL.

  o Graphic on the left: is supposed to represent a not-quite symmetrical graphic that is synonymous with FIMS' "echo" theme.
  o Top image: second Soph shirt image
    ▪ Concerns over the image resembling teepees (First Nations appropriation).
    ▪ Recommended that "echo" be added or a space be added between the mountains.
    ▪ Tolu and Dr. Bartlett stated that they were okay with the image as it was.
    ▪ CONSENSUS: The new FIMS design is approved on the condition that a space is created between the mountains in the image.
    ▪ ACTION: Jared to advise FIMS to leave a space between the two sets of mountains.

<u>Faculty Design – Engineering</u> – *presented by Jared*

Please refer to "Faculty and OC Themes, Designs and Programming" PowerPoint on OWL.

- o The group agreed that the updated graphic was a big change from the original and that it looked good.
- o **CONSENSUS:** Engineering's new design was approved.
- Folawiyo enters.

<u>Affiliate Theme – Huron</u> – *presented by Eddy*

- o Concern over the gender inclusivity of the theme.
- o Huron's Response:
    - Huron feels strongly that the nature of the Lumberjack Theme reflects the hard-working ideals of Huron. The Soph team does not feel it is exclusive, as Lumberjack is simply defined as a *person* that works as a logger.
- o The group discussed the fact that Lumberjack was a slang term as well as the fact that it favoured one gender over another slightly.
- o Rich noted that the terms is not truly offensive or problematic, it just brings slight confusion. Rich is trusting that it will be presented inclusively to students.
- o Ultimately, the group felt that the theme was acceptable given the positive context Huron would bring to it.
- o The group does not approve the graphic that reads "I am a Huron Lumberjack"
- o **CONSENSUS:** Huron's theme is approved under the condition that it is framed as a Huron 'Lumberjack Lifestyle'.
- o Eddy thanked the group for their hard work on Approvals!

Working Group Updates

<u>Programming (Cassie)</u>

- Cassie is currently collaborating with campus partners in order to accept O-Month submissions past the July 10th deadline. Still reviewing proposals and accepting submissions in order to fill in any identified gaps.
- Jared has been in contact about event logistics, and soon O-Month schedules should be ready for Guidebook.
- Peggy feels as though the OSP Summit raised O-Month awareness and contributed to some great submissions.
- Eddy let the group know that talent booking are still ongoing:
    - o All the main talent for the Wednesday has been booked (the variety show).
    - o Josh will return on Monday to seek out more talent.
    - o The Programming Working Group has some great ideas and is in good shape overall.

<u>Accessibility (Peggy)</u>

- Peggy informed OPC that the Accessibility Working Group would be meeting to discuss some current initiatives and concerns surrounding accessibility; there is a meeting scheduled for Tuesday July 28th.
- Discussion will be had on topics such as invisible disabilities, financial accessibility, and dress code that is conducive to inclusivity.
- The upcoming Accessibility meeting will act as a forum to pull together resources and collaborate.
- Papy requested a list of gender neutral washrooms to be provided to students.

Training (Rich)

- The Training Working Group landed on a draft schedule for Pre-OWeek training involving rotating training sessions, and specific breakout sessions.
- Rich is happy to circulate the draft, and it will subsequently be posted on OWL under "Training and Retreats Working Group".
- Feedback was taken from last year to help advance training content (the feedback consists of last year's training and from Soph retreats).
- Saturday's training will consist of 2 hour programming in Alumni hall followed by the classic annual "W" photo.
- Alt-Soph training will be done Saturday afternoon.
- Sophs have noted that the move-in briefing happens too early. Therefore we have scheduled it to occur on Saturday.
- Committee put together an online form for Sophs unable to attend online training.
- Are planning to send out online mental health module to Sophs, similarly to last year.
- Jared has been working on a cross-cultural information module that we are hoping to implement.
- Q: Cassie: for the request to miss training form, that form only applies to Pre-OWeek training? Should I create a separate form for any non-OPC specific training?
- A: Rich: Yes, this committee is not working on any non-OPC training.
- Peggy really liked the cross-cultural communication module idea, ███████████████ research and brainstorm content for a student diversity module in the Accessibility working group.

Introduction to New Material

- New student council resources for FYS have been submitted (FIMS).
- Eddy reached out to councils earlier in the summer to let them know that content had to be approved, and this may explain the later submissions.
- **CONSENSUS:** OPC trusts the Approvals Committee to approve the newly submitted material.

Debrief of Approvals Process

- Cassie noted that she felt the Approvals Process was efficient and streamlined, but that OPC does not necessarily need to see all the details, and the Approvals committee outlined it well.
- Eddy feels that it is manageable for a smaller group to prepare approvals.
- Cassie feels that the Approvals done during OPC this year were important and worth it as they contributed to general understanding, and gathered more input.
- Dr. Bartlett noted the communication that the leadership team got was slightly ambiguous. Things were approved, but with several comments.
    o OPC need to be clear on what amendments needs to be made and what should or could be done.
    o Communication was good if you were always in the loop, but it was less clear if someone has not been in meetings.
    o Dr. Bartlett additionally noted that it was beneficial for OPC to see the progress of Approvals, and to see changes being made.
- CONSENSUS: The group agreed that this was constructive feedback, and that the communication of amendments for the Approvals process needed to be more specific.
- Papy reminded OPC to be sure to solidify guidelines for the Head Sophs who are submitting proposals.
- Peggy noted that while OPC tries to spell out guidelines, there is always something that falls into a grey area.
- ▉▉▉▉▉▉▉▉▉ Eddy recommended that OPC more consistently updates policy to reflect small changes in regulations.
- Peggy would like to investigate the approvals process operating in the residences, as she felt the residences should be previewing materials before they reach OPC.
- Alana recognized that residence staff does play a part, but that it may be difficult to understand what OPC is looking for.
- The Committee noted that transparency in decision-making is important, and Soph would most likely be more compliant if all decisions were explained thoroughly.
- Dr. Bartlett raised the point that making consistent and well-articulated Approvals decisions builds credibility for OPC amongst Sophs and Faculty.

Approvals and Review Resubmissions Continued

Residence Design – MedSyd – *presented by Alana*

- "The Fellowship of MedSyd" design looks good, and aligns with the theme of inclusivity.
- Writing on crest is in Elvish; OPC notes that they need to know what it means in English.
- ACTION: Alana to reach out to MedSyd to get Elvish translation for their design.
- Concern: OPC advised MedSyd not to portray their images as "The Eye of Sauron", but some of their designs are vaguely based on this concept.
- Revised Design still resembles Eye of Sauron (cartoon eye with flame designs on the pupil)

- **CONSENSUS** OPC is okay with MedSyd's designs if: the flame is removed from the center of the eye, if the circular symbol at the top of the top left-hand design is clarified, if the new silhouettes are approved by a smaller group and if all Elvish is translated.

Uniform Policy and Guidelines – Bandanas

- Fabiana explained that she has come across Sophs with bandanas covering their faces, and that this is not welcoming. If students are coming from a country with a lot of unrest it can be a triggering signifier of war and violence.
- Mostly concerned with Sophs using bandanas to cover their faces.
- **ACTION:** Gwen to circulate policy information regarding uniforms with a short list of areas to improve.
- ▮▮▮▮▮▮▮▮▮▮ look into any existing policy pertaining to bandanas or dress codes.
- Peggy brought up the issue of Alumni House's capes, stating that they are not a very welcoming attire.
- Jared brought up the use of dreadlocked hair as a concern. Example of cultural misappropriation.
    - Papy noted that it was also trivializing parts of people's lives who generally wear their hair in dreadlocks.
- Eddy expressed that he felt Sophs were reasonable, and would be receptive to these changes if they were well explained in policy.
- ▮▮▮▮▮▮▮▮▮▮▮▮▮ add uniform policy as item of review on Accessibility Working Group.
- Q: Is there a finalized Opt-in and Opt-out process for O-Pass?
    - Rich mentioned that the Opt-out link in live until August 15th, but that an Opt-in process has not been finalized.
    - The O-Pass Working Group discussed having independent opt-in centres at affiliate campuses.
    - Courtney agreed that independent Opt-ins for affiliates was important.
    - Courtney sited concerns about the communication throughout the O-Pass process.
    - Rich noted that the working group is currently working on a communications plan in order to know which students are eligible.
    - Rich said that he could be contacted in regards to O-Pass information.
- **ACTION:** Once there is a resolution of the O-Pass Opt-in process it will be circulated to the group.
- Peggy clarified that since there has been a shift in the O-Pass process, accounting for the details of budgeting in regards to O-Passes is time consuming.
- Rich noted that the O-Pass WG was created to eliminate stressful side conversations. The next O-Pass meeting is in a week (July 29th).
- Peggy noted that the Orientation fee is now included in the tuition fee, therefore it goes through multiple channels before it is available for OPC to utilize.
- Peggy noted that the agenda should be sent out earlier for next meeting, and that if anyone had agenda items they could send them to Gwen.

Next Meeting

- The next meeting will be held on August 5th in UCC conference room 369.

Adjournment

- The meeting was adjourned at 3:45 p.m.

Summary of Key Items

- ████████ remove the larger mushrooms from Elgin's residence design; the rest of the design is approved.
- ████████ The new FIMS design is approved on the condition that a space is created between the mountains in the image.
- ████████ Engineering's new design was approved.
- ████████ Huron's theme is approved under the condition that it is framed as a Huron 'Lumberjack Lifestyle'.
- ████████ OPC trusts the Approvals Committee to approve the newly submitted material.
- ████████ The group agreed that this was constructive feedback, and that the communication of amendments for the Approvals process needed to be more specific.
- ████████ OPC is okay with MedSyd's designs if: the flame is removed from the center of the eye, if the circular symbol at the top of the top left-hand design is clarified, if the new silhouettes are approved by a smaller group and if all Elvish is translated.
- ████████(Peggy): Elgin's Design: the mushrooms near the alligator can be removed, and the other smaller mushrooms can stay.
- ████████ research and brainstorm content for a student diversity module in the Accessibility working group.
- ████████ Eddy recommended that OPC more consistently updates policy to reflect small changes in regulations.
- ████████ add uniform policy as item of review on Accessibility Working Group.
- ACTION: Jared to advise FIMS to leave a space between the two sets of mountains.
- ACTION: Alana to reach out to MedSyd to get Elvish translation for their design.
- ACTION: Gwen to circulate policy information regarding uniforms with a short list of areas to improve.
- ACTION: Once there is a resolution of the O-Pass Opt-in process it will be circulated to the group.
- ████████ look into any existing policy pertaining to bandanas or dress codes.