



UNIVERSITY COUNCIL

Mackintosh-Corry Hall, Room B400
Queen's University
Kingston, Ontario, Canada K7L 3N6
Tel 613 533-6095
Fax 613 533-2793
ucouncil@queensu.ca
www.queensu.ca/secretariat/ucouncil

March 20, 2008

Dear Council Member:

On behalf of the Program Committee, I am writing to invite you to attend the upcoming Annual Meeting of University Council to be held on May 2, 2008 in Kingston Hall. This year's theme is **Sustainable Queen's**.

There is no doubt that the issue of sustainability has come to the forefront in recent years. When we polled Councillors at the end of last year's meeting, sustainability topped the list of suggestions for this year's theme. The issue has implications across the entire breadth of the University, including operations, student life, teaching and research, residence, and policy and governance. In fact, one of the goals of this year's meeting will be to bring these disparate facets together in one place to show their interconnections.

At the same time, sustainability is an issue where a number of Councillors have particular expertise. In an earlier communication, Councillors who worked specifically in this area were asked to consider participating in a poster session planned as part of the theme session. We are looking forward to this and other input from Councillors at the May meeting.

This year's meeting will begin at 8:30 a.m. with the Business Meeting and the Principal's State of the University address, both of which will take place in the morning. After lunch, the theme session will be based on an opening keynote session, a set of 'pods' which will allow small groups of Councillors to interact with specialists from various areas of the University, a poster session, and a final general session, including opportunities to ask questions of the various experts present. Our hope is that this will allow more time for discussion.

One facet of sustainability involves the attempt to take account of the energy and resource expenditures associated with each of our actions. The Program Committee and the University Secretariat have taken this to heart in planning for this year's meeting. Among other things:

- Background reading materials for the theme session, including an introduction to the issue of sustainability and detailed information provided by various units at Queen's, are currently being put online at http://www.queensu.ca/secretariat/ucouncil/agendas/May02_08.html. This page will be linked to the discussion forum set up last year by Peter Gallant to enable Councillors to exchange their views on these materials, both before and after the meeting in May.
- We have also discussed the arrangements for the Council meeting itself with Conference Services in order to have the most sustainable choices available during the day.
- In the case of the University Council Handbook, we will continue to produce a spiral-bound document containing the names, bios and photos of current Councillors as well as some important background information. However some other materials, including Council bylaws, will be available on the University Secretariat web page, which will reduce the size of the printed volume. We are also proposing to have Councillors who attend the meeting in May pick up their

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volume in person to reduce postage costs and we are considering the option of an all-electronic Handbook in future years. Before taking this step, however, we would welcome Councillors' views on this option.

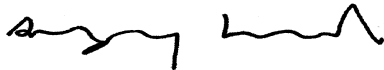
- We are exploring the potential for electronic registration in the future. This raises logistical issues around data security that we want to explore in more detail before replacing the current model. In the meantime, you will find in this package a Registration Form and return envelope. If you are planning to attend the May meeting, please return the form to us by **April 23, 2008**.

The electronic alternatives mentioned above presuppose that all Councillors have ready access to email. Since we know that this is not the case, we will continue to provide the alternative of a regular paper mailout of registration forms, background materials, and all other communications. To continue to receive these, please fill out the form at the bottom of the next page and return that page by mail or fax to the University Secretariat (fax number: 613 533 2793).

Finally, a word on logistics. Construction has moved forward to the point where University Avenue is now easily traversed. However, work on the Queen's Centre continues, as does work on the Mackintosh-Corry parking lot. If you are driving to the meeting, you should probably approach the campus from Sir John A. MacDonald Boulevard and park in the Tindall Field temporary lot, accessible off Albert Street. Councillors with mobility issues should contact the University Secretariat to arrange alternative parking.

We look forward to seeing as many of you as possible in May and we would be happy to answer any questions in the interim.

Sincerely,



Greg Lessard
Special Advisor to the Principal
Chair, University Council Program Committee

[] Please continue to mail University Council materials to me.

Name: _____

Address: _____

Comments: _____
