

Meeting Minutes

Meeting:	Principal's Advisory Council on the United Nations Sustainable Development Goals	Date and time:	October 4 th , 2023
Location:	Richardson Hall Room 340 (Teams link available)		
Attendees:	<ul style="list-style-type: none"> • Heather Aldersey • Oyedeji Ayonrinde • Benjamin Bolden • Juan Francisco Chavez Ramirez • Sandra den Otter • Setareh Ghahari • Ishana Gopaul • Melinda Knox • Sheng Li • Warren Mabee • Kate McCuaig • Victor Odele • Brian O'Neill • Ellie Sadinsky • Stephanie Simpson • Jenn Stephenson • Marcus Taylor • Gavan Watson • Amy Wu 		
Regrets:	<ul style="list-style-type: none"> • Karen Bertrand • John DiPaolo • Nancy Ross • Nathan Splinter 		

1. Land Acknowledgement and Chair's Update

- a. The council were informed that the Board of Trustees approved the development of an SDG Certificate at the September 2023 meeting.
- b. City of Kingston representative, Jen Campbell, will be joining the Council for the November meeting.
- c. Victor Odele, Kate McCuaig, and Heather Aldersey represented Queen's at the SDG Action Weekend at the UN Headquarters in New York. Overall, the trip was a huge success resulting in Queen's and UNESCO (inviting organization) continuing to engage further on with SDG discussions. The full Gazette article will be released in the coming days.

2. SoS UK – Responsible Futures International Pilot

- a. SoS UK is an international pilot program led by students in which Queen's is the sole institution involved and was discussed by the council. Program was introduced in September meeting and excel framework document shared in advance of both Sept and Oct meetings. Final opportunity for feedback in October. Council members were asked to share initial impressions and for any key takeaways.
- b. The Council Chair informed the group that Queen's purpose would be to use the program as a "self-evaluation" tool to understand baseline status of education for sustainable development at Queen's.
- c. There will be an option to pursue an audit and potential accreditation in the summer of 2024.
- d. Council members shared concern about the program as it requires student oversight with a heavy workload. There was conversation around the mandatory and optional questions in the framework and a discussion of the need to pick and prioritize based on information that is readily available as well as resources available to support gathering new data for the initiative.
- e. Council also discussed how the UK framework will need to be revised to reflect international context (e.g., terminology). Chair indicated this is a key goal of this pilot and discussions are ongoing about how

to do this.

- f. Council members may review document by accessing the [TEAM share site](#).

3. **SDG/ Sustainability Strategies at Other Universities**

- a. Danny McLaren presented an overview of an environmental scan of other SDG strategies/guiding documents at other Canadian institutions.
- b. Surveyed 17 Universities in which 8 of the 17 Universities have publicly available strategic plans/operational frameworks relating to the SDGs.
- c. Suggestion to reexamine & integrate more from UBC & UofT, strong institutions in this area, but may not have used SDG terminology when establishing strategies given they were “out in front”.
- d. Full slideshow presentation is available on the [TEAM share site](#).

4. **Small Group Strategy Discussion**

- a. The council resumed discussion started in Sept. meeting about the benefits of setting out in smaller groups to begin developing the SDG operational frameworks.
- b. Suggestion that groups be established based on [the Strategy](#) from outset, given our mandate is to embed our recommendations within this existing framework. Each small group will come prepared to summarize their initial small group discussions and make recommendations for next steps at the November meeting. We have added an additional group to help tease out guiding definitions/terminology as well as scope to be applied in the operational framework (given conversations around SDGs vs. ESD, and the need to establish clear definitions around what Queen’s means for these terms and how we will (or will not) seek to operationalize them in an organizational framework etc.).
- c. The council Chair asked for volunteers at the meeting and resulted in the groups below. Council Chair will be connecting with the groups with guidelines in coming days.

- i. **Terminology and Mandate**

- Heather, Warren, Gavan, Marcus, Nathan

- ii. **Research Impact**

- Nancy, Amy, Melinda, Sheng

- iii. **Student Learning and Teaching and Research Integration (two goals merged for now)**

- Klodiana, Setareh, Gavan, Jenn S., Cathy Keates (for Ellie), Marcus

- iv. **Organizational Culture**

- Ishana, Stephanie, Oyedeji, Nathan

- v. **Queen’s in the Community & Global Engagement (two goals merged for now)**

- Wendy Craig (TBC), Juan Francisco, Sandra, Victor