Q USA
Celebrating
35 Years!

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Editors: Sharon David & Betti Stiff
Executive Rep: Karilee Reinbold
Production: Betty Pollard

Q USA - Working for YOU!

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Psychology  36406

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Room 235, J.D.U.C.
Tel: 32215 Fax: 36190

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8:30 am to 2:30 pm
Closed July & August

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QUSA General Meeting
by Sharon David

The QUSA General Meeting was held on Tuesday, February 27, 2007. Spring Forsberg updated members on several topics. In particular, the Tuition Assistance Program funds have been depleted for the current year (September 2006-September 2007). The Salary and Benefits Committee have approached the Administration for additional funds to help with the Winter term payout. The depletion of this fund indicates that this benefit is very important to staff and highly utilized. But, due to this we will need to plan for more funding so that all staff can be accommodated.

The Guest Speaker was Mr. Rod Morrison, V.P. Human Resources (HR), who began by noting that QUSA is the only group that regularly meets with the Principal and VPs. He summarized some of the current HR projects, such as the new job evaluation system and the staff award. He mentioned plans to create a committee to discuss all elements that represent Queen’s employees in order to present information to the Board of Trustees to increase their HR knowledge. It is expected that QUSA will have a representative on this committee. He also indicated that HR is interested in creating a “Wall of Honour” – a location to display the names of the staff award recipients. He feels this could be an outdoor location in a high-traffic area so that it would be seen by all.

Mr. Morrison proceeded to introduce several HR staff present at the AGM and their respective roles. To note, there will soon be an “employee engagement” survey seeking our feedback on job elements and the workplace (including commentary on bosses), and what is or is not working in one’s job.

Changes for Human Resources are in store for this fall when they will be moving from their current location to floors 1 through 3 in the Fleming/Stewart-Pollack building.

The meeting concluded with some discussion concerning the upcoming Keith Norton report on human rights which will be presented to the Principal in May. This report will outline human right’s policy recommendations for Queen’s. See http://www.queensu.ca/secretariat/senate/Jan25_07/SORCRpt.pdf for information concerning this review.

Fond Farewells

A fond farewell and best wishes to Bettyanne Gargaro, from the Office of the University Registrar, who retired at the end of December 2006, after over 30 years of service at Queen’s. Bettyanne is now enjoying her time reading for leisure, golfing, doing more travel and volunteer work. She is very much missed by staff and colleagues across the University. We wish Bettyanne all the best in the coming years.

A fond farewell and best wishes to Jo-Ann Niemann from the Faculty of Education, who will be retiring on April 30, 2007, after almost 28 years of service at Queen’s. During her time at Queen’s Jo-Ann worked in the Faculty of Arts & Science and Faculty of Education where she showed her dedication and commitment to our key stakeholders “The Students”. She will spend this next phase of her life being a more active grandparent to her grandchildren, and developing her travel clientele working at Odyssey Travel. We wish Jo-Ann all the best in the coming years."
Welcome—New Members!

※ Elaine Armstrong, School of English
※ George Farah, I.T.S.
※ Gail Irving, Research Services
※ Pamela LeBlanc, Arts & Science
※ Christopher MacPhee, HPCVL
※ Karilene Montgomery, V.P. Academic
※ Barbara Quesnel, NCIC CTG
※ Allison Tapak, Registrar, Admission Services

Coming Events

Pitch-In Kingston Day
is Friday, April 27th
Register your family, business, neighbourhood, school or association clean-up effort. Garbage bags and pick-up supplied. Leave your filled garbage bags at any one of 78 parks throughout Pitch-In day. Last year, 14,600 volunteers cleaned almost 15 tonnes of litter on Pitch-In day! Thanks to you, our community is a better place to live, work and play. Register your Pitch-In effort at http://www.kingstonchamber.on.ca

Lung Association’s Pull for Kids
is a pledged fundraising event. Team members must raise $100 in pledges. On event day teams of men (10 members) and women (12 members) or mixed (12 members) compete against the clock and each other to pull a fire truck over a pre-determined distance using “tug-of-war” rope. Each team is required to pay a $100 registration fee to reserve their team’s space.
Event Date: Saturday, May 26, 2007
11:30am - 4:00pm
Cataraqui Town Centre (North parking lot)
Contact Name: Charles Ziegler
Tel: (613) 545-346
Email: cziegler@on.lung.ca

President’s Report by Spring Forsberg

The warmer days and longer nights bring a sense of hope and optimism for the newness of the season that awaits us. Always welcome this time of year...not because it is my name sake, but because it brings with it a chance to go at it again – a new season where life begins all over again.

QUSA looks forward to the upcoming season as we begin the Executive nomination process for the 2007/2008 year. We hope you will consider adding your name to the Executive as we welcome your participation. Further, this spring is seeing steady progress on the Job Evaluation front as we move towards the hiring of a consultant. The Pension Plan review/pending changes have been on hold but we anticipate more discussions on this matter in the near future. We also look forward to the upcoming year as we recognize and celebrate the 35th Anniversary of QUSA. We are pleased to report that a donation was made by the Administration to QUSA to help us with the celebratory events we are planning.

I am also pleased to report that the Administration continues to recognize the value of staff as they look towards the development of a way to recognize all those who have won, and are yet to win, a Staff Award by creating a ‘Wall of Honour’ where the names of those recipients will be identified. Further, the Administration would like to highlight to the Board of Trustees the importance of ‘people’ on campus (who ensure that the needs of the students are met) and plan to develop a presentation, with the help of representatives from the QUSA Executive, which will be presented to the Board of Trustees at the end of the year.

Finally, let me encourage you to consider volunteering for any number of committees that are established. Upcoming will be the planning of the Strawberry Social and of course the celebration of the 35 years of QUSA. We need you and hope you will consider supporting these initiatives.

I wish you a happy holiday weekend, and many sunny days ahead!
Summer is just around the corner and many of you will be looking for activities to keep your little ones busy. There is a large variety of camps available right here on campus.

**Science Quest:** Science Quest is a not-for-profit service of the Queen's Engineering society that seeks to educate Canadian youth about science, technology and engineering by employing a fun, hands-on approach to learning. Registration forms are available now at [http://www.sciencequest.ca](http://www.sciencequest.ca)

**Golden Gaels Summer Sports Camps:** There are a number of camps available such as football, basketball, fencing, swim and gym and a new dance-sport camp among many others. Registration forms are available now at [http://www.goldengaels.com/iss/summercamps.html](http://www.goldengaels.com/iss/summercamps.html)

**ASUS Camps:** ASUS runs two summer camps for young children from the Kingston community every summer. The camps teach children the importance of the sciences and the arts, and make learning fun! More information is available at [http://asus.queensu.ca/summer-camps](http://asus.queensu.ca/summer-camps)

**Reading Camp:** Reading Camp is an intensive summer two-week language program designed to help children improve their language and writing skills. It contains academic and social activities. Details are available at [http://www.educ.queensu.ca/~outreach/reading.html](http://www.educ.queensu.ca/~outreach/reading.html)

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**Summer Fun for the Whole Family**

We’re lucky to live in this area as there is no shortage of fun activities! Here are a handful to get you started being a tourist in your own town.

**Wolfe Island:** Only a hop, skip and a ferry ride away but visiting Wolfe Island feels like a mini-vacation and there are all kinds of things to keep the whole family busy. Visit [http://www.wolfeisland.com/](http://www.wolfeisland.com/) for events and ferry times.

**Cataraqui Conservation Area:** In addition to summer camps specifically for children there are a variety of events and activities for the whole family to enjoy year round. More information is available at [http://www.cataraquiregion.on.ca/events/index.htm](http://www.cataraquiregion.on.ca/events/index.htm)

**Kingston Family Funworld:** Offering amusement park rides, a splash area, batting cages, go-karts and mini-golf as well as 3 drive-in movie screens this is all day and all night fun. Details can be found at [http://www.funworldpark.com/](http://www.funworldpark.com/)

Some other links to help you plan a summer of fun close to home:

- [http://www.realontario.ca/](http://www.realontario.ca/)

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**Queen’s University Faculty & Staff Golf Tournament**

**Wednesday June 20, 2007**

**12:30pm Shotgun Start**

Colonnade Golf & Country Club

$65 per golfer, which includes meal

Contact: Duane Parliament

4djp3@post.queensu.ca

Registration begins in May
Many members of the Queen’s pension plan are aware that they can make additional voluntary contributions (AVCs) to the plan either by monthly payroll deduction or by way of a lump sum deposit at the end of the calendar year.

But what isn’t as well known is that plan members also have the option of transferring funds into their AVC account from their personal Registered Retirement Savings Plans (RRSPs). Since the funds are already in a tax-sheltered account (and the contributions have been accounted for on prior tax returns), the total amount in an RRSP can be transferred into the plan at any time without limit or tax consequences. A simple one-page T2033 form (available from the Pensions & Benefits Unit of the Department of Human Resources) is all that is needed to direct a financial institution to transfer RRSP funds into the pension plan. These transfers are treated as a regular AVC and thus are subject to the same pros and cons:

**Reasons to make AVCs:**

- good rates of return (the same as that experienced by the Queen’s Pension Plan);
- low fees - less than one-third of 1%; no concerns over how your money is being managed; and
- you can also arrange for payroll deduction, so the tax deduction is factored in by the Compensation Unit of Human Resources

Your AVCs cannot be withdrawn prior to leaving Queen’s; if you die in service, the value of your AVC account will be payable to your named pension beneficiary. At retirement, the funds are yours and you have several options:

- you can withdraw them in cash (but will have to pay tax);
- you can transfer them to your own, non-locked in RRSP, which means they can be subsequently deregistered or used to buy a Registered Retirement Income Fund (RRIF); or
- they can be used to provide additional Queen’s pension.

**Reasons to make RRSP contributions instead:**

- contributions can be made to a spousal RRSP as a form of income splitting (this can’t be done with AVCs), but if your spouse is working this may not be an issue;
- you can tailor your investments to meet specific goals – for example, if you aren’t close to retirement, you might want to take on a bit more risk and invest a higher percentage of assets in equities (the QPP portfolio is balanced – for a more detailed description, please see our Quarterly Report, which is published regularly in the Queen’s Gazette and available on the Pension Website); and
- the RRSP can be a source of emergency funds.

Further questions? If so, please call the Pensions & Benefits Unit of Human Resources (613-533-6414).
Compassion In Action:  
Frontenac Foster Parents Association  
by Karilee Reinbold

The purpose of the Compassion In Action column is to highlight the selfless acts of QUSA members so that we can publicly thank them for their contribution to our community.

For over a decade, the Frontenac Foster Parents Association (FFPA) has provided a safety net for local foster parents. Their mandate, to create a better environment for foster families, permits them to act as advocates and often includes liaison activities with the Children’s Aid Society (CAS). The Association holds monthly meetings to provide group leadership, training, and support to foster parents in the community. These meetings are an invaluable opportunity for foster parents to network with other parents, share stories and ideas, and learn about training opportunities and group events for families. A CAS representative is always present to hear concerns from the parents.

Foster parents make a significant investment over the years, both financial and emotional, in assisting the vulnerable children of our community to develop and grow in a loving environment. It is usually a long-term commitment – the President of the Association, Sandra Green, has been a foster parent for 21 years. The Green family works with “treatment” children, often abused, helping them learn to trust and love again. Other foster parents commit to emergency assessment responsibilities, provisional care, or fostering of conventional children. The CAS evaluation process is designed to match children with the families best-suited to care for them. The FFPA also has a constant need for volunteers who can provide child care every third Wednesday of the month so that foster parents can attend the FFPA meetings.

Chris MacPhee, one of QUSA’s newest members, is a member of the FFPA and foster parent. Chris and his wife Anne began the journey to become foster parents early last year. Chris has always believed that every child deserves a home. Anne, raised by her parents in an extended-family home, knows the value of non-traditional families firsthand. After almost four months of interviews, visits and training, they were ready to open their home to foster care. In the beginning they provided essential care for foster children whose parents were away overnight or longer. Such relief placements require foster parents to complete the ten week CAS program, and the need for them is great. Now, Chris and Anne care for foster children of their own, and because of Anne’s experience with developmental challenges, the MacPhee family work with special needs children. They hope to one day add adopted children to their family.

Although we may not all be able to pledge ourselves as parents to disadvantaged children, we can help the FFPA help foster families. As a private, non-profit organization, the FFPA must fund all its own programs. Their current fund-raising drive, the annual Spring Flower Sale, provides funding for foster children to experience family events – providing enjoyable experiences and wonderful memories they wouldn’t otherwise have. Please email Chris (chris.macphee@queensu.ca) if you are interested in purchasing your Spring annuals through the FFPA. He can provide you with more information or take your orders until May 8th.

Foster parents help the children of our community grow up healthier and stronger. If you can help the FFPA help foster parents, or have questions about foster parenting, please call Sandra Green at 613-353-7546.

If you know of a QUSA member we can show our appreciation to, through the Compassion in Action column, or of upcoming charitable events we should highlight, write to us at: qusa@post.queensu.ca.
In 2004, Student Affairs undertook a campus-wide review of Room Reservations. We wanted to know how we were doing and identify areas for improvement – especially given that this was the first review since responsibility for ad hoc booking of academic space moved to Student Affairs in 1998. As we expected, the campus provided plenty of input and made valuable suggestions – many of which were instrumental in our decision to amalgamate Room Reservations with Conference & Hospitality Services for a one-stop approach to room and event bookings on campus.

A major focus of comments on the existing room booking system indicated that it was not keeping up with the changes on the campus and the emerging, complex needs of students, staff, departments and community groups. Groups identified technology, including wireless access and audio-visual capabilities as a key component of their event requirements. They noted the need for quality, accessible spaces to hold events that would satisfy their members and showcase Queen’s facilities. They asked for the ability to look up room availability and to request space for future events. They also wanted to know what services are available to assist their group in planning and hosting events at Queen’s.

We’ve responded with the creation of Queen’s Event Services, a new department comprised of Room Reservations and Conference & Hospitality Services, which will officially be launched in May 2007. It’s a natural fit for the two departments as Room Reservations handles over 25,000 bookings annually, and Conference and Hospitality Services provides a full spectrum of professional event management services on a year-round basis to external and internal clients, along with venue and accommodation bookings in residence buildings.

Planning on hosting a conference or event? We offer the following services:

- Venue Bookings – room reservations services and liaison for all space on campus
- Event Management – coordination of event, logistics, scripting, technical requirements, décor, security, off-campus coordination, signage, etc.
- Special Services – registration (including websites and online registrations), on-site staffing, theme development, stage/production management, committee representation, etc.
- Food Services – summer dining hall meals, catering services, receptions, banquets, weddings, etc.
- Bar Services – products, services and staffing for all bar events on campus
- Meeting Spaces – room rentals, setups and equipment (audiovisual, tables, chairs, flags, podiums, décor, etc.)
- Accommodation Services – summer accommodation in traditional and premium residences

Most of the revenue from these services is used to support student life on campus.

If you’d like more information about our new department or our services, please contact us at extension 32223 or at 32025.
With the fine weather on its way, many of us begin planning our vacation time. Road trips, adventurous and economical, are often the choice for families. If fear of whining children and the resulting bad-tempered adults is holding you back, ensure your enjoyment with some of these “kid-friendly” strategies that are easy on your pocketbook.

**First Aid Kit**
- Anti-nauseant, ASA, or other pain relief medicine, band-aids, sunscreen.

**Snacks**
- Low in sugar and won’t melt.
- Peppermints to help with car sickness.
- Buy snacks in bulk and pack individual portions in Ziploc® bags.
- Freeze water bottles to use as ice packs in your cooler. Saves space and provides a non-sticky beverage.

**Games / Toys**
- Give each child a map as a journal. They can follow along and note events.
- Bring a ball, frisbee or jump rope so kids can stretch their legs at rest stops.
- Cookie sheets make great lap tables for games or colouring. Small items won’t roll away and they’re magnetic, too.
- Conversation games are fun and free:
  - *Fortunately-Unfortunately* is a game that helps us look at the bright side of things in a silly way. Start with "Unfortunately, there's a tiger in the car." The next person says, "Fortunately, he's a vegetarian," and so on, until a player is stumped.
  - *To play A is for Alphabet*, each person tries to be the first to spot and name an item beginning with that letter. Winner scores a point.
  - *Guess the Number* is a great game for exercising math skills. Start with “guess a number between 1 and 100.” Next player would ask, “is it an even number?”, and makes a guess. Each player takes a turn until the number is guessed correctly.
- Make a list of your family’s favourites, including the rules, to break up a long leg of your trip. Don’t forget a roll of quarters or special snacks for prizes.
  - Have the kids take turns reading aloud from a book you’ve chosen together at the library.
  - Disposable cameras allow your family to capture their own memories.

**Souvenirs**
- A new sun hat or shirt to decorate with pins or crests collected along the way.
- Small children can collect stickers and create a sticker book of their trip.
- Postcards for a scrapbook.

Although road trips are cost-effective, the rising price of gasoline is often a restraint in planning your vacation. Try these ideas to reduce that cost.
- Get a tune up: change the oil, if necessary, and check your tire pressure.
- Plan your rest stops for heavy traffic times: reduce the amount of time you spend in congested traffic.
- Travel at night or before breakfast: a cooler engine gets better gas mileage.
- Pump after dark: reduces evaporation so you get more gas at your fill-up.
- Use your cruise control: your speed is more consistent and your car uses gas more efficiently.

**A well-planned journey will bring your family closer together.**
*Be creative and start you own family traditions.*
*Happy trails everyone!*
E-Life: Day Trippin’!
by Karilee Reinbold

If you’re like me at this time of year and just can’t wait to get out, out, OUT of the house, get started on Spring with a good dose of fresh air and beauty. Here are some links to help you start day trippin’.

A great place to start your search for the perfect outing is www.ontariotravel.net. Set the Events Calendar for Eastern Ontario (remember to click Update View) and you’ll find weekly or monthly schedules of upcoming events in the area. The Destinations page adds a short description of natural and historic attractions in the region and even suggests the best scenic route.

Look for year-round attractions to prevent disappointment on arrival.

An excursion to the Bonnechere Caves (www.bonnecherecaves.com) in Eganville means you won’t need a rain date.

If biking or hiking is your prescription for cabin fever, you can get your fill at the Frontenac Arch Biosphere Reserve (www.fabr.ca) in Lansdowne. The Reserve protects 1,500 square kilometers of wilderness.

A trip through the Upper Canada Migratory Bird Sanctuary (www.uppercanadabirdsanctuary.com) near Morrisburg offers the potential to view 200 bird species. There is a downloadable checklist that details species abundance by season. Along with birds, other wildlife and plants abound. Spring is particularly busy and is sure to provide a memorable visit.

So, grab the kids, fill up the van and don’t forget the camera. Bon voyage!

Condolences

to Cindy Butts, Faculty of Arts & Science, on the loss of her Grandmother at the remarkable age of 94 on February 18.

to Jane Mullins, Faculty of Arts & Science, on the recent death of her Mother.

Nominations for 2007/2008 Executive

The deadline for nominations is noon on Friday, April 6, 2007.
For further information visit http://www.queensu.ca/qusa/events.html

Thank You from QUSA Bursary Recipient

Maxim Busse is the recipient of this year’s QUSA Bursary. He is enrolled in Sociology, Honours, 2nd year. He currently has a work study in the Law Library and also works on the weekends with the military reserves. He has a very heavy study load, but is enjoying his time here. He writes...

March 1, 2007

Thank you so much for allowing me to be the recipient of the Queen’s University Staff Association Bursary.

The bursary has been very helpful to me, by allowing me to purchase much needed supplies to continue my studies here at Queen’s.

Once again I thank you and all members of the Staff Association for their generosity and continued support. My mother Terry Gratto, also appreciates this added support and the generosity of QUSA.

Maxim Busse
COUSA Update by Sheri Foster & Sharon David

COUSA Conference, Feb. 23 to 25, 2007:
Workshops on Workplace Stress, Depression, Anxiety and Workplace

Andy King led COUSA delegates in a discussion on the correlation between workplace stress and the high incidence of depression. Andy is the leader of the Canadian Steelworkers National Health, Safety and Environment Office. The group also looked at the contrast between employer programs to support wellness with their resistance to anti-harassment language which would promote employee well being. This workshop was an interactive experience within the group. This session was very informative on all levels.

For information on harassment policies here at Queen’s and what to do in the event that you wish to file a complaint visit the Queen’s Human Rights Office.

In the afternoon workshop Tracey Henry explored routes to address workplace stress which employee groups can use to genuinely promote Workplace Wellness. Tracey Henry is a lawyer with the Cavalluzo, Hayes, Shilton, McIntyre & Cornish. Tracey pointed to legal avenues in the Human Rights Code, the workers’ compensation system, and language which can be negotiated in collective agreements. It is very different between Union groups and Staff Associations on how they address this issue within their agreements and Memorandums of Agreement.

Queen’s recently launched a Workplace Wellness program called “Healthy U at Queen’s”. Visit them at http://healthyu.hr.queensu.ca/ and look out for future Health Fairs.

If you are experiencing workplace stress please remember that you can contact the Employee Assistance Program (EAP) and these websites may be of help:
- Canadian Health Network
- Canadian Centre for Occupational Health and Safety

The Memorandum of Agreements held here at Queen’s can be found at: http://www.hr.queensu.ca/agreements/agreements.php and in particular QUSA’s Compensation Agreement.

We Need Your Help - Volunteers Required

We presently need help on two committees:

Strawberry Social Committee: Planning Committee. The time commitment is small - one lunch hour every two weeks until June.

35th Anniversary Committee: Committee volunteers to plan events to help celebrate this significant anniversary.

The success of all QUSA events relies heavily on volunteers. Please consider putting your name forward for either committee by contacting the QUSA Office at: qusa@post.queensu.ca

Let’s Hear From You

Send a Bouquet:
Give someone a pat on the back: let us know if something is going right.

Sound-Off:
Have a comment, complaint, question?

Bouquets/Sound-Offs should be sent to the QUSA Office, Room 235, JDUC

Contributors Wanted for:
- Announcements
- Bouquets
- Compassion in Action
- Sound-Off
- Office Next Door
- Any other topic

NOTE:
Announcements for staff members other than yourself require permission from the staff member concerned.
Submissions must be signed so information can be clarified with the writer, if necessary.