Campus Operations Sub-Working Group Descriptions and Membership

**Building capacity and protocols:** This group is responsible for confirming building capacity to enable decisions on phased reintroduction of on-campus activities. Work of the committee will include capacity and guidance for usage of central spaces including classrooms and common areas. The committee will also provide information for comprehensive guidelines to assist building and department managers with managing capacity including access and building circulation and will provide guidance regarding laboratory start up.

**Members:**
- Tony Gkotsis (lead) - University Planner, Planning and Budget
- Jerimie Bedard – Facility Manager, Smith School of Business
- Denis Bourguignon – Chief Financial and Administrative Officer, Health Sciences
- Troy Buchanon - AMS
- Leslie Dal Cin – Executive Director, Queen’s Athletics & Recreation
- Fouad Elgindy – Director, McDonald Institute
- Cormac Evans – Director, Strategic Initiatives, Arts and Science
- Ishana Gopaul – Manager, Special Projects and Business Officer, VPFA
- Chris Ingram – Informationa Technology and Facility Manager
- Mary Rose Lalonde – Executive Assistant, Principal’s Office
- Dan Langham – Director, Environmental Health and Safety
- Andrew Leger – Educational Developer and Associate Professor
- Gord Meacher – Manager, PPS
- Deanna Morash – Executive Director of Administration and Finance, Law
- Isabelle Nault – Manager, Architecture and Design, PPS
- Kathy Newstead – Operations Manager, Event Services
- Simon Smith – ILC Operations & Facilities Manager
- Todd Zimmerman – Director, Security

**Guidelines / Health and Safety:** This group is responsible to develop guidelines and communication strategies to support the safe return of the Queen’s community to campus. Will collate information from all sub-groups to assist managers and unit heads- guidelines, posters, and all relevant information for units to make informed decisions aligned with KPH requirements.

**Members:**
- Kim Muphy (Lead) – Risk and Safety Services
• Jerimie Bedard – Smith School of Business
• Denis Bourguignon – Faculty of Health Sciences
• Joseph Choi – Internal Audit
• Cormac Evans – Faculty of Arts and Sciences
• Meghan Hatch – Office of the VPFA
• Peter Jeffery – University Relations
• Dan Langham – Environmental Health and Safety
• Anne Martineau – Office of the Principal
• Llynwen Osbourne – Physical Plant Services

**Facilities:** This group is responsible for developing guidance for all facility-related requirements including cleaning guidelines; recommending and implementing placement of hand sanitizers in all buildings, recommendations on additional measures required including physical barriers; building ventilation operation and requirements for additional building signage.

**Members:**

- John Witjes (Lead) - AVP Facilities
- Troy Buchanon - AMS
- Leslie Dal Cin – Executive Director, Queen’s Athletics & Recreation
- Sarah Kauffman - Executive Director, Finance and Administration, FEAS
- Mary Rose Lalonde – Executive Assistant, Principal’s Office
- Dan Langham – Environmental Health and Safety
- Chad McLeod - Director, Finance and Staffing, Student Affairs
- Larry Pattison – Director, Engineering and Operations, PPS
- Sam Whyte - Director of Quality and Service Excellence (Custodial), PPS
- Leah Wales - Executive Director, Housing

**Residence and Food Services:** This group is responsible to plan for residence and food operations based on various on campus capacity scenarios, while accommodating public health measures.

**Members:**

- Leah Wales (Lead) - Executive Director, Housing & Ancillary Services
- Jared den Otter - AMS President
- Oliver Flis - Residence Society President
- Cynthia Gibney - Executive Director, Student Wellness Services
- Tony Gkotsis - University Planner
- Rosie Lalande - Principal’s Office
Student Support and Operations: This group is responsible for ensuring students continue to be well supported while learning both remotely and on campus. This group will be a key resource for student groups to consult with and seek input as student groups ramp up necessary operations in the fall.

The group will report jointly to the Campus Operations Group and the Academic Operations Group. It will provide regular updates to, and seek input from, both groups. Work will be undertaken in coordination with other subgroups/working groups across the university focused on students, to promote minimal duplication and collaborations.

Members:

- Ann Tierney (Co-Lead), Vice-Provost and Dean of Student Affairs
- Ellie Sadinsky (Co-Lead), Office of the Vice-Provost and Dean of Student Affairs
- Justine Aman, SGPS
- Suzanne Arniel, Office of the University Registrar
- Kandice Baptiste, Four Directions Indigenous Student Centre, Student Life and Learning
- Jared den Otter, AMS
- Betsy Donald- School of Graduate Studies
- Anne Martineau, Principal’s Office
- Kevin O’Brien - Student Services, Faculty of Arts and Science
- Stacy Shane - Student Services, Faculty of Engineering and Applied Science
- Stephanie Simpson, A V-P, Human Rights, Equity and Inclusion
- Jessica Whiting, Office of the Vice-Provost and Dean of Student Affairs

Kingston Public Health: This group is a key liaison with Kingston Public Health and will develop strategies and plans as required by KPH. This may include a university-wide testing strategy, immunization strategy, and a case and contact management plan with specific strategy for residences. The group will communicate changing public health requirements for university operations to the COG and its sub-groups and will work to coordinate any review of materials by KPH.
Members:

- Heather Cole (Lead) - Senior Advisor and Executive Director, Principal’s Office
- Cynthia Gibney - Executive Director, Student Wellness Services
- Azim Kasmani - Kingston Public Health
- Dan Langham - Director, Environmental Health & Safety
- Leah Wales - Executive Director, Housing
- David Walker - Special Advisor to the Principal on COVID-19