

The Women's Centre End of Term Report: Winter 2017 **Internal Version** April 9<sup>th</sup>, 2017

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#### 1.0 Introduction

For the Winter 2017 term, The Women's Centre was composed of 2 coordinators, 7 executives and 34 general volunteers. Winter was filled with several successful events that the Women's Centre is honoured to have hosted. Our executive team and volunteers were fantastic and diligent!

#### 2.0 Volunteer Management

Volunteer management was carried out by our Internal Executive, Leanne Robertson, as well as both Coordinators via Facebook group and direct messages. We had a couple volunteer meetings that were moderated by our Internal and Social Directors. The meetings were well attended, often few stayed for the social aspect afterwards. We had executive meetings on Fridays at 9:00am.

#### 2.1 Coordinator and Executive Selection

In Winter term, two new Coordinators were selected to take on the roles.

Executives were chosen by Coordinators via application and interview likewise.

#### 2.2 Executive and Coordinator List

Service Coordinators: Mallika Patil, Amanda Singh

Literature Director: Nana Abu-Kufuor

Advocacy Director: Akshaya Raja

Internal Director: Leanne Robertson

Social Director: Midori Matthew

Publicity Director: Kazma Noor

Education Director: Monica Pierce

Office Administrator: Ally Vonk

#### 2.3 Volunteer Recruitment

Volunteer recruitment for this term continued up until the week after Volunteer training. We advertised our applications via our Facebook and Twitter pages, and got a huge response with a total of 40 applications. Despite the large number of applications, we opted to hold two training sessions – one that provided peer support training and an alternate, smaller training that didn't involve peer support training.

## 2.4 Training and Review

We held training with Glow for Peer Support and lunch, but did centre specific training separately. The day began with a general meeting between each service's volunteer group meeting in the SLC MPR at 9:30am. After introduction volunteers were introduced to their respective centre's and then began training with Tracey Morgan from Counseling services. Afterwards, lunch was had, sandwiches we ordered from The Working Centre, as well as vegan brownies. All food was vegetarian, which complies with Women's Centre event protocol regarding food, and vegan and allergy free options were provided. After that, Glow and Women's Centre split into separate rooms to do our centre specific training, GLOW to their centre and WC remaining in STC. The day took a total of eight hours, during which some volunteers left half an hour early.

## 2.5 Meetings, Volunteer Retention and Engagement

This term, it was difficult to maintain definitive number of volunteer meetings, and we attempted to make a transition from monthly volunteer meetings to biweekly ones, as an effort to remain as engaged as possible with the volunteers.

Executives this term though were very engaged and put a lot of effort into planning event and day to day operations.

## 2.6 Volunteer and Executive Appreciation

Midori Matthew, the Social Director, purchased laptop stickers of various package sizes and styles that the volunteers chose, for the Volunteer Appreciation.

Executives were customized sweaters via a contact in the Marketing department.

#### 2.7 Disciplinary Actions

Accountability among volunteers was incredible, only disciplinary action with one volunteer was necessary because she kept missing morning shifts due to work conflicts, but the situation was resolved. There were a few missed shifts but far fewer problems than usual.

#### 3.0 Communication

This term we utilized social media as much as possible. We created a Facebook group for our executives as well as our volunteers. We utilized both for most of our internal communication. We promoted all events through Facebook and created events through our page.

There were also weekly executive meetings and monthly volunteer meetings.

#### 3.1 Feedback Interviews

This term we tried a new approach to volunteer feedback interviews, by giving volunteers an opportunity to remain anonymous with any criticisms they may have had for the centre and our managing of it. This was done through a google form, and the feedback was fantastic.

#### 4.0 Events and Activities

This semester The Women's Centre held a plethora of fantastic events. Early in the term we held a BDSM workshop, where we had a guest speaker inform attendees of what BDSM culture is, and the social stigmas surrounding it. We then followed up the night with a trivia game about all the information we had heard. It was highly attended, which was incredibly motivating. This term we hosted International Women's Week, which included the highest attended Poetry Slam event we have ever had. This week also included a discussion on Women in Politics, Women in Religion and Bust Casting.

#### 4.1 Advocacy and Education

Over the term, we had the opportunity to do some advocacy work regarding stigmas surrounding marginalized groups. This extended from clarifying misconceptions about consent and the BDSM community to women's role in religion, both of which were events designed to be interactive and get students involved—a very successful method using active learning environments to our advantage. For other events, we had speakers and panelists come in and facilitate discussions designed to get students involved, as well.

#### 4.2 Conferences and External Activities

We did not attend any conferences or external activities this term.

## 5.0 Partnerships/Collaborations

This term we had the pleasure of collaborating with a couple of services and organizations this term. For the Feminist Poetry Slam we worked with the Bombshelter Pub where we hosted the event and worked with the Grad House, where we hosted our Women in STEM Mixer.

#### 6.0 Inventory

The Women's Centre did not require many new inventory items this term. We purchased menstrual products, as per normal, as well condoms and pregnancy tests. We utilized our community partners in obtaining sexual health resources throughout the term. We also updated our supply of pregnancy tests through a website supplier for women trying to conceive. We got a donation of condoms from the SMF department as well.

Incoming Workshop and Education Directors should make sure to update all our educational resources. It may also be useful to contact a variety of menstrual product companies (including reusable products) in order to create a partnership with them. This could allow Women's Centre to guarantee menstrual products are available within the centre at all times with an easy ability to obtain more.

Literature Director Nana did not purchase any books, but we did have some donated.

#### 7.0 Budget

This term we not did end up going over budget.

We began creating the budget for 2017-2018 fiscal year, this is yet to be approved, but we did ask for an increase amount. These increases would account for the expenses of the Feminist Poetry Slam each term. Other increases

account for an increase in traffic through the centre and meeting the needs of all the students accessing the centre. This budget has yet to be approved.

#### 8.0 Short Term Suggestions, Plans and Goals

#### **8.1 Short Term Suggestions**

We suggest that the incoming fall Coordinators focus strengthening relationships with external University groups. Internally, the Women's Centre has been on top of things; however, work needs to be done externally. This term, we worked a lot on trying to mend relationships because the external groups did not want to work with Centre due to a long-standing lack of communication and accountability. We believe we should not only continue to focus on intersectional events as much as possible to continue to build on our inclusively, as well as strengthening external relationships in a proactive manner.

#### 8.2 Short Term Plans

- 1. Volunteer training is in the process of being planned, intended for second week of term. Will involved SASC, SHORE, Peer Support, and GLOW.
- 2. The Women's Centre has begun to look at times for this term's Feminist Poetry Slam, most likely in late July.
- 3. We intend to have the executive Advocacy position to be more involved with other groups on campus and working towards building strong relationships with them.

#### 8.3 Short Term Goals

The Women's Centre should focus in upcoming terms on raising awareness of our service through marketing and partnerships with campus and community groups.

### 9.0 Long Term Suggestions, Plans and Goals

Ultimately, The Women's Centre is aimed at consolidating its position within Feds and the University of Waterloo; this means increasing our presence in the community, building a larger network of volunteers, holding key events every term and consistent recurring events that are instinctively associated with The Women's Centre and best align with our objectives, and establishing stable relationships with as many services, clubs and societies on campus as possible in order to provide as an excellent resource and service to the University of Waterloo body.

The Women's Centre should make sure to focus on long-term advocacy throughout the coming terms and in the future. These offer us opportunities to make a tangible difference on campus which the Federation of Students should then promote. The Centre should also do as much as it can to remain engaged with other groups and services on the campus, to maintain strong relations.

The Women's Centre should focus on events and initiatives that have clear connections to intersectional and inclusive feminism. This would help broaden the scope of the centre, help us advocate for true equality and improve the public perception of the centre.

## 10.0 Recommendations (and feedback both positive and constructive) for:

#### **10.1 Feds**

The Women's Centre is very happy with the continued support that we have received from Feds. We feel that Feds must be aware of the personal safety risk Women's Centre Coordinators and executives assume when taking on these leadership roles. This is due to the volatile political climate surrounding Feminism and Feminist Activism. We are happy to see Feds becoming more open to and supportive of feminist initiatives.

## 10.2 Services Manager

The Women's Centre is immensely grateful for the phenomenal assistance and advice received from the Services Manager this term. It is clear that the Services Manager supports our values while also working to actively educate himself further on feminist issues, an effort which we greatly appreciate. We found the Services Manager to be a knowledgeable and reliable resource at all times, especially with conflict resolution and suggesting ways to broaden the audience of our events.

#### 10.3 VP Internal

The Women's Centre has greatly appreciated the support that we have received from the VP Internal this term, especially with conflict resolution with higher ups.

#### 10.4 Marketing

The Women's Centre feels that the Marketing Representative's attendance at Service Manager meetings were incredibly helpful, and gave us a great opening for conversation, and dialogue as well as to reflect upon the direction we saw the service going, with regards to marketing and awareness.

### **11.0 Important Contacts**

- Marketing@feds.ca (Marketing)
- lisa.umholtz@uwaterloo.ca (Publicity)
- help@feds.ca (IT, Mailing List Support)
- web@feds.ca (Website Management)
- vpin@feds.ca (VP Internal)
- <u>services.Manager@feds.ca</u> (Services Manager)
- mahejabeen.ebrahim@uwaterloo.ca (Director of the Equity Office )
- <u>alex.piticco@uwaterloo.com</u> (Alex Piticco from all main campus residences, Residence Life Coordinator)
- m6west@uwaterloo.ca (Grad House Booking contact, Matt West)
- tmorgan@uwaterloo.ca (Tracy Morgan, Counselling Services, Peer Support Training)
- joan@sascwr.org (Joan Tuchlinsky, Sexual Assault Support Centre WR Public Education Manager)

#### **12.0 Executive EOT Reports**

12.1 Advocacy Director: Akshaya Raja

This term, Akshaya was responsible for advocating for the centre and forming relationships with outside groups. Sheila also helped plan the Poetry Slam event, which was very successful, and assisted with all events this term, as well.

#### 12.2 Literature Director: Nana Abu-Kufuor

Nana was responsible for managing the centre library this term. She ensured that books we being returned, were organized, and returned to the shelves after being returned. Nana also helped organized the BDSM event, which was very successful.

#### 12.3 Education and Workshop Director: Monica Pierce

Monica was responsible for planning any educational events and initiatives this term. She helped plan the BDSM event and the Women in Religion event. Both were successful.

## 12.4 Office Administrator: Ally Vonk

This term, Ally was responsible for keeping the centre stocked with tampons, pads, condoms, and pregnancy tests. She also tracked the minutes at our Executive meetings and helped keep he centre organized and tidy. Ally planned and facilitated the Women in Politics event, which was successful.

#### 12.5 Social Director: Midori Matthew

This term, Midori completed both exec and volunteer appreciation, planned volunteer social events, and oversaw completing all end-of-term interviews with our volunteers with the Internal Director. She also facilitated volunteer meetings with our Internal Director. Jenny also helped plan the Poetry Slam.

#### 12.6 Internal Director: Leanne Robertson

Leanne was responsible for creating volunteer schedules, and managing the volunteer team. She also planned volunteer meetings and lead the feedback interviews at the end of term. Leanne organized the and facilitated the Bust Casting event.

### 12.6 Publicity Director: Kazma Noor

This term, Kazma was responsible for managing our social media including Facebook, and Twitter. Kazma also helped plan the Women in Politics event, and provided contacts for the Women in Religion event.

## 13.0 Statistics (Impact):

AVG Daily Visitors: 25 (Not controlled for visitors returning multiple times or staying throughout several shifts)

Busiest Time of Day: 2:00pm - 6:00pm

Highest Number of Attendees at an Event: 240° for Feminist Poetry Slam

Lastly, many log reports indicate visitors coming only for resources to walk away with (condoms, menstrual products, pregnancy tests).

# 15.0 Event Forms

Women in Politics				
Women in Politics- International Women's Week				
Category Educational, Social, Promotional, or Other	Educational	Service Name	The Women's Centre	
Total Direct Event	\$165	Date	Wednesday March 8, 2017	
Costs		Times & Timing	6:30-8:30 pm	
		Location	DC Fishbowl	
Participation (Orga	anizers)	Participa	ation (Attendance)	
Primary Organizer Name/Position	Kazma Noor- Social Director Ally Vonk- Office Administrator	Total Participants	35	
Partners in organizing		Comments:		
Number of students involved in planning and execution  Good turnout and a great discussion. We went over on time and had a little food left over, but besides that it went very well.				
Summary of Promotions Including Facebook, EventBrite, and website statistics where appropriate.				
Facebook posts, Twitter posts, collective poster of all International Women's Week events				
Goals and Learning Outcomes of the Event				
The goals of this event were to have an interesting and frank discussion about current political events around the globe. We mostly focused our discussion questions on Canada				

and the U.S because of the recent political events in the United States. We hoped people would learn about the issues women and female identifying individuals face because of certain political choices and policies. We discussed issues of gender, race, class, and the environment.

# Summary of Event

The event began at around 6:40, later than we planned because we were waiting for more people to show up. Pizza and some snacks and drinks were set up on a side table. Audience members grabbed food at the beginning and during the discussion. We had five panellists, Amy Smoke, Dr. Melissa Finn, Dr. Rashmee Singh, Dr. Veronica Kitchen, and Dr. Weizhen Dong, but Dr. Dong was sick on the day and could not make it out. The discussion began with an introduction by Kazma and Ally before questions were asked. Questions were organized based on topics, such as women's experiences in the current political climate, immigration and race relations, terrorism, and Indigenous issues in Canada. The discussion flowed really well with panellists speaking off of each other's points. We discussed some really important issues and audience members got involved by asking questions during the discussion and at the end during question period. After the event, we received compliments on the discussion and the diversity of our panel.

## **Recommendations for Future Events**

This was a really great event and should definitely be run in the future. Make sure to do a land acknowledgement at the beginning of EVERY event! We did not do one and it was wrong of us. Make sure to contact panellists early and get their input on questions.

Poetry Slam				
Feminist Poetry Slam – International Women's Week				
Category  Educational, Social, Promotional, or Other	Social	Service Name	The Women's Centre	

Total Direct Event Costs	\$700	Date	Monday, March 6	
•	I	Times & Timing	7:30pm – 9:30pm	
		Location	The Bombshelter	
Participation (Orga	anizers)	Participation (Attendance)		
Primary Organizer  Name/Position	Midori Matthew (Social Director) and Akshaya Raja (Advocacy Director)	Total Participants	200	
Partners in organizing		Comments:		
Number of students involved in planning and execution	2 Executives, 9 Volunteers	Excellent turnout. The crowd enjoyed both the student poets, and the headliner, Samantha Marie Estoesta Williams. The crowd were extremely involved throughout the event, and were introduced to some of the etiquette of poetry slams by the headliner poet. We were notified by many students and people in the audience that this was one of the best poetry slams conducted so far.		
Summary of Promotions  Including Facebook, EventBrite, and website statistics where appropriate.			appropriate.	
Facebook posts, Facebook event pages, IWW posters, Poetry Slam posters				

# Goals and Learning Outcomes of the Event

The goals of this event were to foster an encouraging environment for students to come together and share their stories and personal poetry in an understanding and non-judgemental environment. We wanted to introduce students to feminism and poetry. This year, much focus was placed on intersectionality, to ensure that the feminism promoted by the Women's Centre is inclusive and takes into consideration the different systems of oppression that affect women/non-binary individuals.

## Summary of Event

The event began a little later than scheduled, due to the larger than expected number of attendees. A land acknowledgement was made by an ally of the Aboriginal Student's Association, and the event was MC'd by coordinators Mallika Patil and Amanda Singh. We had 12 poets, who were all present at the event. We had 3 intermissions, during which copies of Rupi Kaur's *Milk and Honey* were presented to audience member's whose tickets numbers were drawn out of a hat. Samantha Marie Estoesta Williams performed a selection of her poetry (her set lasted around 30 mins). She was a huge hit. We had asked for previous set up from the bomber, they were a little slow with their gathering of the event (only had workers that evening)

#### **Recommendations for Future Events**

Great event, should run it again in the future. Make sure the bomber knows what the set-up requires (and let them know the expected attendance so that they have adequate staff present)

# **Feminist Film Friday**

Feminist Fi;m Friday- International Women's Week			
Category Educational, Social, Promotional, or Other	Social	Service Name	The Women's Centre
Total Direct Event	\$23.08	Date	Friday March 10, 2017
Costs		Times & Timing	6:30-8:00 pm
		Location	The Women's Centre
Participation (Orga	anizers)	Particip	ation (Attendance)
Primary Organizer Name/Position	Amanda Singh – Coordinator	Total Participants	9
Partners in organizing		Comments:	
		Excellent turn out	for a snowy Friday Night!
Number of students involved in planning and execution	4 Volunteers. 1 Coordinator		
Summary of Promotions Including Facebook, EventBrite, and website statistics where appropriate.			
Facebook posts, Twitter po	sts, collective po	oster of all Internation	onal Women's Week events
Goals and Learning Outcomes of the Event			
The goal of the event was to end International Woman's Week on a lighthearted, positive note after a week of heavy (but very insightful!) events.			
Summary of Event			
The event began at 6:45PM after some difficulties setting up the projector. Snacks were purchased (and reimbursed) by one of the volunteers helping. We watched Disney's <i>Mulan</i> , and had a running commentary while attendees relaxed and snacked on the couches set up			

around the screen. The movie ended shortly after 8:00PM. Attendees left and Amanda cleaned up and vacuumed the centre.

# **Recommendations for Future Events**

This was a relaxed event and should definitely be run in the future if something needs to be planned for Fridays, or a day where not a lot of attendance is expected. In the future, MAKE SURE YOU HAVE SPEAKERS (the projector's speakers were adequate, but louder would have been better!)

50 Shades of Consensual Kink				
50 Shades of Consensual Kink Discussion				
Category  Educational, Social, Promotional, or Other	Social	Service Name	The Women's Centre	
Total Direct Event Costs	?	Date	Wednesday, February 15, 2017	
		Times & Timing	6:30pm – 8:30pm	
		Location	P.O.E.T.S Lounge	
Participation	n (Organizers)	Participat	ion (Attendance)	
Primary Organizer  Name/Position	Nana Aba Kufuor – Literature Director. Monica Pierce Director	Total Participants	30	
Partners in organizing		Comments:		

Number of students involved in planning and execution

2 Executives, 4 Volunteers

Excellent turnout. Attendees really enjoyed Vanessa Iafolla's discussion about consent and the law. The kahoot game was also a hit!

# **Summary of Promotions**

Including Facebook, EventBrite, and website statistics where appropriate.

Facebook posts and posters around campus.

# Goals and Learning Outcomes of the Event

The goals of this event were to explain the importance of consent when engaging in kink sexual activities and to educate beginners who were interested in participating in kink. We wanted people to have a true understanding of kink and bdsm, beyond popular media.

## Summary of Event

The event began with a land acknowledgement from Monica. Then Nana and Bronwyn, one of the volunteers, went through some important definitions relevant to the Women's Centre. Following was a short ice-breaker to help people feel comfortable. Then Vanessa Iafolla, sociology and legal studies professor, spoke for 45minutes discussing the definition and the legal limits of consent in the world of kink. Afterwards there was a 30minute kahoot game, ran by Monica. We ended the event with a short slide show about resources, which we made available on the event page afterwards.

#### **Recommendations for Future Events**

Great event! Two attendees stated they would certainly appreciate it another one. Also, it would likely be best to have a confirmed drop off time for the lounge key so there isn't any confusion.

## **Women in STEM**

Women in STEM

Category  Educational, Social, Promotional, or Other	Social	Service Name	The Women's Centre	
Total Direct Event Costs	\$160	Date	Monday, March 28	
		Times & Timing	7:30pm – 9:30pm	
		Location	Grad House	
Participation (Orga	Participation (Organizers)		Participation (Attendance)	
Primary Organizer  Name/Position	Mallika Patil & Amanda Singh – Coordinators	Total Participants	40	
Partners in organizing	The Grad House	Comments:		
Number of students involved in planning and execution	2 coordinators	Excellent turnout. The grad students present were very helpful in steering conversations about the hardships and opportunities that come with being a woman in STEM. Student participation was also excellent.		

## **Summary of Promotions**

Including Facebook, EventBrite, and website statistics where appropriate.

Facebook posts, Facebook event pages, IWW posters, Poetry Slam posters

# Goals and Learning Outcomes of the Event

The goals of this event were to foster an encouraging environment for students to come together and share

their stories regarding being women in STEM, in an understanding and non-judgemental environment. We wanted to introduce students to stigmas within the field, as well as opportunities for growth. This year, much focus was placed on intersectionality, to ensure that the feminism promoted by the Women's Centre is inclusive and takes into consideration the different systems of oppression that affect women/non-binary individuals.

# Summary of Event

The event started off on time, we had half an hour in the beginning where students mingled with one another and half an hour at the end to do the same. The hour in the middle was filled with stories and experiences shared in front of the group by grad students and undergrad students alike.

## **Recommendations for Future Events**

Great event, should run it again in the future. Change up the focus for each time the event us run.

Bust Casting				
Bust Casting – International Women's Week				
Category  Educational, Social, Promotional, or Other	Social	Service Name	The Women's Centre	
Total Direct Event Costs	\$289.52	Date	Tuesday, March 7th	
		Times & Timing	6:30pm – 9:30pm	

		Location	The GLOW Centre
Participation (Organizers)		Par	rticipation (Attendance)
Primary Organizer  Name/Position	Leanne Robertson – Internal Director	Total Participants	60
Partners in organizing		Comments:	
Number of students involved in planning and execution	1 Executive, 4 Volunteers	received many con	The room was at capacity, and we mments afterward about how much fun how it helped to improve their body
Summary of Promotions  Including Facebook, EventBrite, and website statistics where appropriate.			
Facebook posts, Twitter posts, collective poster of all International Women's Week events			
Goals and Learning Outcomes of the Event			
The goals of this event were to bring to light the sexualization of breasts in Western culture, and analyze why that is and discuss why it's not okay. We wanted to provide an environment where women-identifying people and people with breasts could feel comfortable in their own skin and not ashamed by their bodies.			
Summary of Event			
We allowed people to enter and closed the doors promptly as the event began. We introduced ourselves and had a discussion about breasts and how they're viewed in society, then we proceeded to			

begin the actual bust casting. People were helping one another and enjoying themselves, then once finished we laid the casts out to dry. Two days later we invited people into the Women's Centre to paint their casts.

# Recommendations for Future Events

Great event, should run it again in the future. Lay out painting drop-sheets on the floor, and urge everybody to remain on the sheets. Make sure you have baby wipes!!

Women in Religion			
Women in Religion – International Women's Week			
Category  Educational, Social, Promotional, or Other	Educational	Service Name	The Women's Centre
Total Direct Event Costs	71.67	Date	Thursday, March 9 <sup>th</sup>
		Times & Timing	7-9pm
		Location	POETS lounge
Participation (Organizers)		Pa	rticipation (Attendance)
Primary Organizer  Name/Position	Monica Pierce - Workshop and Education	Total Participants	17
Partners in organizing		Comments:	

Number of students involved in planning and execution

1 Executive, 4 Volunteers

Personally, I learned a lot and I think this was a great pairing for IWW. The food went over really well and the location was a great choice.

# **Summary of Promotions**

Including Facebook, EventBrite, and website statistics where appropriate.

Facebook posts, Twitter posts, collective poster of all International Women's Week events

## Goals and Learning Outcomes of the Event

Moderated discussion to highlight both the freedoms and the limits that women experience through their involvement within various faiths.

#### Summary of Event

Icebreaker: Defining Faith Broke the group into smaller sections and discussed questions about how we approach and define faith vs religion. Define: Feminist Terms Reviewed important terminology related to feminism and oppression to supplement later discussion. Discussion Questions: Women's Role in Religion

As a large group discussion questions based on women's role in various religions were posed. "The aim here is not to push an agenda or an 'answer' but simply to hear a plethora of people's differing views."

# Recommendations for Future Events

In the future, groups that are contacted should be held to their promise of attendance. It was disappointing how few groups committed and attended.