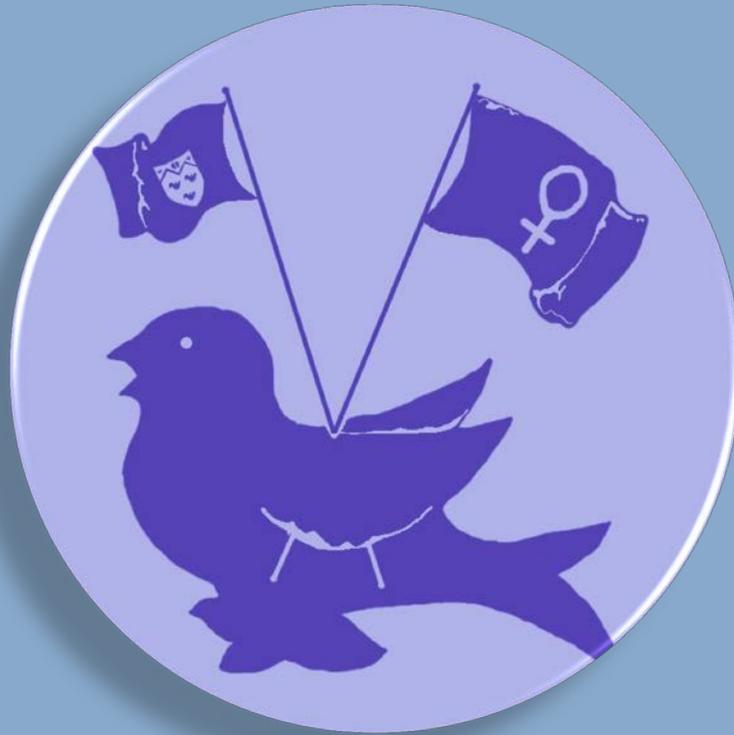


# Sustainability Projects Fund Application

**Project Title: Family Resources Coordinator @ McGill**



**APPLICANT: SENATE SUB-COMMITTEE ON WOMEN (SSCOW)**

Contact Person: Assoc. Prof. Sarah Turner  
SSCOW Co-Chair  
sarah.turner@mcgill.ca  
(514) 398-4955

Budget Requested: \$74,100 (over two years)

Project Team: Senate Sub-Committee on Women

## Project Title: Family Resources Coordinator @ McGill

### PROJECT OVERVIEW

The **Family Resources Coordinator @ McGill project** is a 2-year pilot project aimed at creating a central resource for the McGill community that addresses family care issues, initially focusing on the crucial concern of childcare. This builds on the previous study sponsored by the Sustainability Projects Fund on daycare availability at McGill (Conzon 2013).

Currently, a variety of offices and units on campus provide (limited) child care services, such as the McGill Childcare Centre, SSMU Daycare, and Chaplaincy Services. However, as Conzon's *Childcare Access Study* and the recent *McGill Daily* article "Diapers, Daycare and Dissertations" illustrate, current resources, such as on-campus childcare or information about available off-campus services, are nowhere near meeting demand.<sup>1</sup> For example, the waitlist for the McGill Childcare Centre exceeds 740 children waiting for one of the 106 subsidized spots (Conzon 2013, 9). Even when facilities or aid is available, parents and family members often do not know how to access these. The Senate Sub-committee on Women (SSCOW) is committed to realizing this project as part of our mandate to advocate for positive action regarding improving women's rights, representation and well-being at McGill, as well as diversity and equity across all of McGill's population.

Objectives and outcomes: While there is a range of family care issues that demand attention at McGill, in order to keep this project manageable, the Family Resources Coordinator 2-year project will focus on child care needs and solutions. Whereas the SPF-funded *Childcare Access Study* mapped certain childcare gaps and solutions, our central goal is to have a sustainable impact on access to childcare by linking parents to childcare. To do this we will assess student and staff<sup>2</sup> childcare needs (something the 2013 project did not do) to more fully measure gaps in child care service delivery, map on and off campus childcare resources that could address gaps, and build communication networks between services, parents and other stakeholders by sharing information and promoting available resources. Once we secure funding for a permanent position, in year three and onwards other family concerns, such as elder care, will be included.

### PROJECT ELIGIBILITY

How the Family Resources Coordinator @ McGill project will contribute to a culture of sustainability. This project contributes to **social sustainability and justice** by ensuring that lack of access to suitable childcare is not a barrier to education and graduation for student-parents or to employment and promotion for staff. This project aligns directly with Vision 2020 to enhance McGill's social sustainability. Social sustainability has been defined as:

A process for creating sustainable, successful places that promote wellbeing, by understanding what people need from the places they live and work. Social sustainability combines design of the physical realm with design of the social world – infrastructure to support social and cultural life, social amenities, systems for citizen engagement and space for people and places to evolve (Woodcraft et al, 2011).<sup>3</sup>

This project targets a number of these factors, developing awareness of what McGill members need via data-gathering and needs assessments, promoting individual and community welfare, and improving the physical realm via enhanced social amenities and service delivery. It will also improve social and health equity, liveability and community resilience.

By fostering a healthy work-study-family balance and promoting overall individual and family well-being this project will help ensure that McGill "attracts, retains and supports students and employees from diverse backgrounds" (*McGill's Sustainability Vision for the Future* 2014, 16).<sup>4</sup> This project dovetails with Vision 2020's goals to facilitate education by supporting McGill's administrative and support staff in their professional development, and

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<sup>1</sup> Annie Shiel's *McGill Daily* article available at <http://www.mcgilldaily.com/2012/01/diapers-daycare-and-dissertations/>

<sup>2</sup> Since our March 2014 submission, a one-day per week position in HR was created to help faculty find childcare (thanks to SSCOW advocacy). Though it is limited in scope and does not have an advocacy and needs assessment element as outlined for this project, in order not to duplicate services, the Family Resources Coordinator will focus on addressing student and staff childcare needs. The FRC will also liaise with HR to ensure there are no service gaps.

<sup>3</sup> In *Design for Social Sustainability*, Social Life, London. Available at [http://www.social-life.co/media/files/DESIGN\\_FOR\\_SOCIAL\\_SUSTAINABILITY\\_3.pdf](http://www.social-life.co/media/files/DESIGN_FOR_SOCIAL_SUSTAINABILITY_3.pdf)

<sup>4</sup> Available at [http://www.mcgill.ca/sustainability/sites/mcgill.ca.sustainability/files/sustainability\\_strategy\\_final2.pdf](http://www.mcgill.ca/sustainability/sites/mcgill.ca.sustainability/files/sustainability_strategy_final2.pdf)

connectivity by supporting the health and happiness of students and staff, and facilitating their integration into the McGill community (ibid.) Other Canadian universities, like University of Toronto (<http://www.familycare.utoronto.ca>), have dedicated family care offices that address a range of family issues. This should be a long-term goal for McGill and this project is an important step toward that end.

*The role SPF funding will play:* With SPF funding we aim to create a position that will be comprehensive resource for students, staff and the McGill administration on childcare needs and solutions. It is important to note that the FCC will not duplicate available services. The focus of this project is to link individuals to established services, liaise with on- and off-campus service providers to identify and secure additional childcare access, and advocate for family and child care support for the McGill community (including advocating for a new day-care such as the Royal Victoria option).

The Coordinator will be located within McGill's Social Equity and Diversity Education (SEDE) Office. SEDE is mandated to serve students and staff and has an excellent history of working with all these constituents. This makes it the ideal place for this position. The Coordinator will also make sure to address the concerns of single parents, queer parents, international students with families and others. NOTE: the specific roles of the Family Resources Coordinator are not part of SEDE's current mandate, but would complement the work SEDE does.

We recognize that the Sustainability Projects Fund is meant to provide seed money for projects, which is why one of the Coordinator's responsibilities will be to use the project deliverables (i.e. Year One Interim Report, Final Project Report, needs assessment, cost-benefit analysis for proposed childcare models, etc.) to lobby the McGill administration for long-term funding to ensure the continuity of the project. For the current project, we have secured financial support from Student Services, and Arts Internship Office, as well as in-kind support from SEDE.

This **Family Resources Coordinator @ McGill** project is eligible for Sustainability Projects Fund funding because:

- it will increase social sustainability by promoting a work-study-family balance, addressing social justice issues;
- it directly benefits students/staff by addressing concerns already identified as needing urgent attention;
- it is being led by the McGill Senate Sub-committee on Women;
- there is currently no dedicated Family Resources Coordinator position at McGill;
- it is not directly focused on research outcomes but on service delivery, thus is not eligible for research grants;
- as a pilot project, this proposal has S.M.A.R.T. objectives – these are **S**pecific and **M**asurable, **A**greed-upon with our stakeholders, **R**ealistic and **T**ime-limited to 2-years, though we plan on pursuing long-term funding.

Project team members, partners & stakeholders commitments: In addition to our close partner on this project, McGill's Social Equity and Diversity Education (SEDE) Office, SSCOW has gained strong support from the following McGill stakeholders (see attached Letters of Support):

- Associate Provost, Policies, Procedures and Equity (Lydia White)
- Associate Provost, Graduate Education & Dean of Graduate Studies (Martin Kreisworth)
- Deputy Provost, Student Life and Learning (Ollivier Dyens)
- Executive Director, Services for Students (Jana Luker)
- Post-Graduate Students' Society (PGSS)
- Students Society of McGill University (SSMU)
- McGill University Non-Academic Staff Association (MUNASA)

## **TIMEFRAME/MILESTONES**

### **OVERVIEW: Year One – Identifying Needs, Researching Solutions, Building Networks**

In Year One, the Coordinator's main objectives are to initiate network building by meeting with stakeholders to identify parents that need childcare and to gather information about available childcare resources and potential models. The coordinator's core function is to link parents to available services when possible. *The FCC will:*

1. Identify McGill students and staff parents that need help accessing childcare & gather input from parents about their childcare experiences
  - This will involve advertising the Family Resources Coordinator project through social media (ex: Facebook, Twitter), as well as formal (ex: McGill Daily) and informal channels (ex: word of mouth).
  - We aim to find out: Who needs childcare?

- What is most needed: Age range? Drop-in, part-time or full-time? Day or evening?
  - Are there other difficulties/concerns, i.e. child immigration delays for parents on student visas?
2. Map available family care and childcare services on campus and off campus<sup>5</sup>
- On campus this will involve meeting with units such as Student Services and Relocation Services to see what they offer for family and child care resources and to gather suggestions on what is needed.
  - Off campus this will involve determining what childcare and/or family support services are available within Montreal and how McGill members can access these. For example, what daycares are located around campus that McGill can develop partnerships with? Drop-in day-cares? Support groups for single parents? Free legal services to address family immigration issues?
  - Plus keeping abreast of relevant childcare and/or family services developments, such as the Quebec government's decision to move to a universal waitlist for subsidized daycare in 2014.
3. Research possible models for increased childcare delivery
- This will involve analysing *what* other universities in Montreal and beyond offer in terms of child care support to their campus communities, and *how* they implement these services.  
For example: *Université du Québec à Montréal (UQAM)* offers childcare at most of its conferences; Concordia University has a Student Parents Centre; University of Toronto has a Family Care Office.

With this information collated and analysed, the Coordinator will create a database of services/resources, needs and possible solutions; and advocate for improved access with University administrators via multiple channels.

### **Year One Milestones**

1. Roundtable A roundtable/consultative forum will be held to present and discuss research findings and recommendations with key stakeholders including McGill staff and students; service providers; and central administration representatives. The forum will begin with a re-cap of Year One activities (# of people that accessed the Coordinator, # of parents helped) and continue with a presentation of the needs assessment results, including proposed solutions, and then move into a facilitated roundtable discussion about long-term solutions and how to move forward.
2. Year One Interim Report: This report will be central to advocating for a permanent FCC position in Year Two.

### **OVERVIEW: Year Two – Addressing Gaps, Strengthening Networks and Creating Solutions**

In Year Two, the Coordinator's prime objectives will be to address the identified childcare gaps, start to advocate for and create innovative solutions, and continue to build stakeholder networks for information and communication exchange. The linking service between parents and service providers will continue to grow throughout Year Two. *In Year Two the Coordinator will:*

- Continue to map childcare resources available in Montreal and link McGill community members to these services. These resources can be government services, non-profit services, support groups, and so on.
- Coordinate a workshop on balancing work, study and family for students and staff
- Produce information materials about available on- and off-campus resources
- Support the expansion of on-campus childcare programs & advocate for child and family care concerns
- Continue seeking out stakeholders and partners
- Advocate for a permanent, centrally funded Family Resources Coordinator position, to be located at SEDE.

The Coordinator's final task will be the write up a final report on the pilot project. This will include:

- Summary of Year One research and findings & Roundtable outcomes
- Statistics on: # of students and staff that contacted the Coordinator; # of individuals who were linked to services; what were the main concerns/access limitations reported; # and type of resources produced/services offered; # of McGill partners & non-McGill partners; other outcomes. Recommendations.

**Year Two Milestone: Final Pilot Project Report submitted to Principal, Deans, SPF, and so on.**

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<sup>5</sup> A Faculty of Arts Internship has been developed to assist with data collection and analysis for #2 and #3.

**PROJECT IMPLEMENTATION** (Please see detailed Task Schedule in Appendix A)

Activity/Task	Estimated Time Required	Group Member
Write role/job description for Coordinator	1 week	Sarah (SSCOW), Veronica (SEDE)
Post job description and conduct interviews	3 weeks	Sarah/Veronica
Get Coordinator setup	August Y1	Sarah/Veronica
<b>CORE ACTIVITIES – ONGOING (Y1 + Y2)</b>		
Promote/Advertise project via regular/social media		Coordinator
Identify students, staff needing childcare help		Coordinator
Link students, staff to on-/off-campus resources		Coordinator
Create and maintain issues/needs database		Coordinator
Advocate for long-term childcare solutions		Coordinator
Identify/ Secure long-term funding		Coordinator
Regular Office Hours (M-F 9:00-4:30)		Coordinator
<b>YEAR ONE ACTIVITIES</b>		
Map available childcare resources on and off campus	Sept Y1 - ongoing Y1	Arts Intern/Coordinator
Research potential childcare models	Sept Y1 - ongoing Y1	Arts Intern/Coordinator
Gather input from students, staff	Sept Y1 - ongoing Y1	Coordinator
Plan Year One Roundtable	Feb - Mar Y1 (4 weeks)	Coordinator
Write Year One Roundtable Report	April Y1 (1 week)	Coordinator
Create information materials about resources	June Y1 (4 weeks)	Coordinator
Plan workshop on balancing work, study and family	July Y1 (4 weeks)	Coordinator
Write Year One Interim Report	Aug Y1 (2 weeks)	Coordinator
<b>YEAR TWO ACTIVITIES**</b>		
<b>Activities:</b> Fall Orientation/ Roundtable follow-up/ Participate on campus committees/ Continue to map resources & build partnerships	Sept Y2 – ongoing Y2	Coordinator
Present workshop on balancing work-study-family	Oct Y2	Coordinator
Write Final Project Report	Aug Y2 (4 weeks)	Coordinator
**Year 2 activities are subject to change based on feedback from the Roundtable and the needs identified during Year 1		

**FINANCIALS & PROPOSED BUDGET** (Please see detailed Budget in Appendix B)

**Family Resources Coordinator position:** Classified as a non-student position with pay commensurate with existing salaries and abiding by ranges approved by HR. (One FTE at M1 salary classification, Sept Y1-Aug Y2; 104 weeks).

Expense Description	Total	Revenue Source (excluding sustainability project fund)	Amount	Confirmed?
Family Resources Coordinator (Sept Y1-Aug Y2) 1 FTE at M1 Salary	76,000	Arts Internship Office	2000	Yes
Student Intern to help with Y1 needs assessment data analysis	4000	Internship Matching Funds – Prof Turner (Geog)	2000	Yes
Year 1 Roundtable – Venue, Catering, Incidentals, Childcare	1100	Student Services	5000	Yes
Year 1 Interim Report – Limited Printing	225	<b>Total revenue</b>	<b>\$9,000</b>	
Promotion – 200 posters, 300 leaflets	500			
Balancing study-work-family Workshop Facilitator, Venue, Promotion, Childcare	900	SEDE* in-kind support: space, computers & administrative	18,000	Yes
Final Report – limited printing	375	<b>Total in-kind support</b>	<b>\$18,000</b>	
<b>Total</b>	<b>\$83,100</b>			
	<b>- 9000</b>			
<b>Amount requested from SPF</b>	<b>74,100</b>			

**Appendix A – Detailed Task Schedule**

Type of Activity/Task	Estimated Time Required	Group Member in Charge
<b>Write role/job description of Family Resources Coordinator</b>	1 week	Sarah Turner (SSCOW), Veronica Amberg (SEDE)
<b>Post job description and conduct interviews for Coordinator</b>	3 weeks	Sarah/Veronica
<b>Coordinator Setup</b> Office space with computer, phone, etc New employee paperwork Orientation	August Y1	Sarah/Veronica
<b>CORE ACTIVITIES – ONGOING (Y1 + Y2)</b>		
<b>Promote/Advertise project</b> Use regular media (McGill Daily interview) social media (Twitter/Facebook) web ( <a href="http://www.mcgill.ca/students/studentparents">www.mcgill.ca/students/studentparents</a> )		Coordinator
<b>Identify students and staff that need help with childcare / family care</b> Use media channels, stakeholder networks and word of mouth to get parents to contact the Coordinator		Coordinator
<b>Link students and staff to on-/off-campus resources</b> Directing parents to identified daycare spots Providing information on community services and groups, such as single parent support networks, play groups, other services as required		Coordinator
<b>Create/Maintain issues database</b> Track the number of users, types of requests, solutions		Coordinator
<b>Advocate for long-term childcare solutions</b> Participate on campus committees, provide support for campus stakeholder daycare initiatives		Coordinator
<b>Identify and secure long-term funding sources</b>		Coordinator
<b>Regular Office Hours M-F 9:00 -4:30</b> Available to meet with students, staff		Coordinator
<b>Coordinator’s YEAR ONE ACTIVITIES</b>		
<b>Map available childcare resources on campus</b> Create a list of units and set up meetings These include: Student Services Chaplaincy Services PGSS	Sept Y1 - ongoing Y1	Arts Intern / Coordinator
<b>Map available childcare resources off campus</b> These include: Daycares around McGill Enfance Famille Services available through La Régie des rentes du Québec et le Soutien aux enfants	Sept Y1 - ongoing Y1	Arts Intern / Coordinator
<b>Research potential childcare models</b> Including: Université de Québec à Montréal Concordia University’s Student Parents Centre University of Toronto’s Family Care Office	Sept Y1 - ongoing Y1	Arts Intern / Coordinator
<b>Gather input from students and staff on childcare issues</b> Work with stakeholders to get input on childcare issues McGill community members are facing	Sept Y1 - ongoing Y1	Coordinator
<b>Plan Year One Roundtable</b> Make a list of invitees Book venue	Feb - March Y1	Coordinator

Create agenda etc		
<b>Year One Roundtable Report and Recommendations</b>	April Y1	Coordinator
<b>Create information materials about resources</b>	June Y1	Coordinator
Update resources on student parents website Create leaflets for distribution; Create posters		
<b>Plan workshop on balancing work, study and family</b>	July Y1	Coordinator
For students and staff To be presented in October 2015		
<b>Write Year One Interim Report</b>	Aug Y1	Coordinator
<b>Coordinator's YEAR TWO ACTIVITIES***</b>		
<b>Fall Orientation</b>	September Y2	Coordinator
In collaboration with partners, participate in Orientation Week to reach new McGill members		
<b>Follow-up on Year One Roundtable Outcomes</b>	Sept Y2 – ongoing Y2	Coordinator
<b>Ongoing activities:</b>	Sept Y2 – ongoing Y2	Coordinator
Provide input to campus committees, such as newly formed Senate Subcommittee on Family Care Continue to map off-campus resources Continue to build partnerships Continue to promote resources		
<b>Workshop on balancing work, study and family</b>	October Y2	Coordinator
<b>Write Final Project Report</b>	August Y2	Coordinator
***Year Two activities are subject to change based on feedback from the Roundtable as well as needs identified during Year 1		

## Appendix B – Detailed Budget Items

Expense Description	Estimated Cost	Total
<b>Family Resources Coordinator</b>		
1 FTE from SEPT Y1 – AUG Y2 at M1 Salary	38,000 (max) per year	<u>76,000</u>
<b>Student Intern</b>	4000	<u>4000</u>
<b>Y1 Childcare @ McGill Roundtable</b>		
Venue (Thompson House)	300	
Catering (\$25/person for 20 ppl)	500	
Incidentals	200	
Childcare costs, if needed	100	<u>1100</u>
<b>Year One Interim Report</b>		
Limited Printing (15 page, colour, 8.5 x 11", 30 copies)*		<u>225</u>
<b>Promotional Materials (over 2 years)</b>		
200 Posters, 300 leaflets*		<u>500</u>
<b>Y2 Balancing study/work/family Workshop (30 attendees)</b>		
Facilitator Fee	200	
Venue & Refreshments	350	
Promotional Materials*	150	
On-site childcare costs (if needed)	100	
Facilitator travel costs (if needed)	100	<u>900</u>
<b>Final Report</b>		
Limited Printing (25 page, colour, 8.5 x 11", 50 copies)*		<u>375</u>
*All printing will be done on eco-friendly paper		<b><u>\$83,100</u></b>



# McGill

**Social Equity and Diversity  
Education Office**  
3610 McTavish Street, Suite 12  
Montreal, Quebec  
Canada H3A 1Y2

**Bureau de l'éducation  
en équité sociale et diversité**  
3610, rue McTavish, Bureau #12  
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Canada H3A 1Y2

Tel/Tél. : (514) 398-2039  
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[http://www.mcgill.ca/equity\\_diversity](http://www.mcgill.ca/equity_diversity)

15 January, 2014

## Sustainably Projects Fund

**Office of Sustainability  
McGill University**  
1010 Sherbrook Street West  
Suite 1200

### Re: McGill Family Resource Coordinator Project

I am writing in strong support of the application for funding for the Senate Subcommittee on Women's (SSCOW) Family Resource Coordinator Project. As Manager of the Social Equity and Diversity Education Office, this project falls under SEDE's mandate to foster a fair and inclusive environment that respects the dignity of each member of the McGill community.

In keeping with the values of social sustainability, this project will establish the basis for the University to design and implement supportive programmes and policies that facilitate work-life balance. This will ensure that McGill University continues to provide a caring and supportive work/study environment for its constituents.

SEDE is committed to providing workspace, material and supplies and supervision for the Project Coordinator during the two-year term of the Project.

On behalf of SEDE, I reiterate my enthusiastic support for this project. Through the development of knowledge and research resources, its aims to raise awareness about family care and quality-of-life issues are central to achieving educational and employment equity at the University.

Please don't hesitate to contact me for further information.

Sincerely,

**Veronica Amberg**  
Manger, SEDE  
[veronica.amberg@mcgill.ca](mailto:veronica.amberg@mcgill.ca)  
514-398-5859



**Lydia White, FRSC**  
Associate Provost  
(Policies, Procedures & Equity)  
James McGill Professor of Linguistics

James Administration Building  
845 Sherbrooke Street West, Room 600  
Montreal, Quebec, Canada H3A 2T5

**Lydia White, MSRC**  
Vice-principale exécutive adjointe  
(politiques, procédures et équité)  
Titulaire de la chaire James McGill en linguistique

Pavillon James de l'administration  
845, rue Sherbrooke ouest, bureau 600  
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28 January 2014

Sustainability Projects Fund  
Office of Sustainability  
McGill University

Dear Colleagues,

I am writing in strong support of the application for funding for the Family Resources Coordinator@McGill project, which is being submitted by the Joint Board Senate Committee on Equity Sub-committee on Women. As Associate Provost (Policies, Procedures and Equity), as well as Chair of the Joint Board Senate Committee on Equity, policies and initiatives relating to equity and diversity fall under my mandate. This is a project that clearly relates to social sustainability, as understood in Vision 2020, in that it will provide the means to assess how to balance work or study related commitments with family commitments, an issue that faces a growing number of students, professors and administrative staff. The Family Resources Coordinator project will provide an important means to identify potential problems that arise in this context, as well as advancing possible solutions. The project aims to provide liaison with existing services rather than a duplication of effort. Initial focus will be on childcare, a particularly pressing issue on campus at the present time.

This project is particularly timely, given the recently approved addition of a Sub-committee on Family Care to the sub-committees of the Joint Board Senate Committee on Equity. The Family Resources Coordinator will be invited to sit on this Sub-committee and to help formulate directions for this new Sub-committee's work.

If funds are available, we hope to be able to provide support for the Family Resources Coordinator in the longer term. In conclusion, my office strongly endorses this initiative.

Yours sincerely,

A handwritten signature in black ink that reads "Lydia White". The signature is written in a cursive, flowing style.

Lydia White  
James McGill Professor  
Associate Provost (Policies, Procedures and Equity)



## Martin Kreiswirth

Associate Provost (Graduate Education)  
Dean, Graduate and Postdoctoral Studies  
Professor of English  
McGill University  
James Administration Building, Room 325  
845 Sherbrooke Street West  
Montreal, Quebec, Canada H3A 0G4

Vice-principal exécutif adjoint (formations de 2<sup>e</sup>/3<sup>e</sup> cycles)  
Doyen, Études supérieures et postdoctorales  
Professeur, Département d'études anglaises  
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Email: martin.kreiswirth@mcgill.ca

3 February 2014

Sustainability Projects Fund  
1010 Sherbrooke Street West, Suite 1200  
Montreal, Quebec  
H3A 2R7

Dear Selection Committee of the Sustainability Fund,

Re: Family Resources Coordinator @ McGill project

I wish to express my support for the Sustainability Projects Fund proposal being submitted by the Senate Sub-committee on Women for a Family Resources Coordinator. The status of childcare and family care issues is a continuing concern for McGill graduate students with families (among others). By undertaking a campus-wide needs assessment, increasing coordination between on- and off-campus services and advocating for family care issues, this project will provide a firm foundation for addressing these concerns over the long-term.

Currently, available resources, such as on-campus childcare, are not meeting the demand of our graduate student population. At times, a simple lack of information keeps student parents and families from accessing available facilities or aid. The Family Resources Coordinator is a valuable endeavour because there will be one dedicated position finding practical ways to address these service gaps. Underscoring the diversity of needs, such as those of single parents, queer parents, international students with families and others, also ensures that McGill will continue to provide world-class education in an inclusive and supportive environment.

Finally, this project will not only assist current students, as well as staff and faculty, but will be another service to attract the best and brightest to study and work at McGill.

Sincerely,

Martin Kreiswirth



# McGill

Office of the  
Deputy Provost  
(Student Life and Learning)

Bureau du  
premier vice-principal exécutif adjoint  
(études et vie étudiante)

*Ollivier Dyens, Ph.D.*  
*Deputy Provost*  
*(Student Life and Learning)*  
*Premier vice-principal exécutif adjoint*  
*(études et vie étudiante)*

Senate Subcommittee on Women  
c/o Sarah Turner  
Associate Professor  
Department of Geography, McGill University  
805 Sherbrooke Street West,  
Montreal, QC H3A 0B9

January 20, 2014

Dear Members of the Senate Subcommittee on Women:

I am happy to support the creation of a Family Resources Coordinator. Family care issues are important for all members of the McGill community. This 2-year pilot project will address issues that prevent some members of our community from having a healthy work-study-life balance. The wellbeing of all members of our community is a priority.

Sincerely,

Ollivier Dyens,  
Deputy Provost (Student Life and Learning)



Sustainability Projects Fund  
McGill Office of Sustainability

16 May 2014

To whom it may concern,

I am writing as a representative of Student Services to offer my full support to the Senate Subcommittee on Women's proposal to implement a Family Resources Coordinator position at McGill.

The goals of this pilot project represent values that Student Services upholds in its mission to support and promote student success and well-being. The realization of the Family Resources Coordinator position is invaluable to our objective to foster a campus environment committed to inclusion, equity, and sustainability.

The coordinator will promote social sustainability by removing barriers to appropriate childcare and eldercare for student-parents, single parents, queer parents, international students with families and staff. This enriching opportunity for collaborations between the Social Equity and Diversity Education Office and Student Services reflects the Student Services goal to increase our communication and interaction with other Student Life and Learning units. The advocacy for family and childcare support within and beyond the McGill community addresses the University's commitment to equity and inclusion.

The proposal of a Family Resources Coordinator position not only upholds but enhances the core values of Student Services, and aims to implement them in sustainable initiatives. Student Services is fully supportive of this initiative and believes that \$5,000 of funding would be available in year two in order to contribute to the long-term sustainability of this project.

Sincerely,

Jana Luker  
Executive Director, Services for Students  
McGill University



**The Post-Graduate Students' Society of McGill University Inc.**  
**L'Association des étudiantes et étudiants des 2e et 3e cycles de l'Université McGill inc.**

Maison David Thomson House, 3650 rue McTavish, Montréal (Québec) H3A 1Y2  
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[www.pgss.mcgill.ca](http://www.pgss.mcgill.ca)

30 January 2014

Sustainability Projects Fund  
1010 Sherbrooke Street West, Suite 1200  
Montreal, Quebec H3A 2R7

Dear Sustainability Projects Fund Selection Committee,

I write to express the enthusiastic support of the Post-Graduate Students Society for the creation of a Family Resources Coordinator position at McGill. The PGSS understands that the SPF selection committee receives many applications, but we believe that the creation of this specific position will deliver substantial and much-needed results for our members and address a critical unfulfilled need for postgraduate students.

The numerous surveys and consultations PGSS holds with our members each year continuously indicate a deep desire for greater support from McGill for students and staff dealing with family issues. Indeed, McGill's October 10, 2012 *Administrative Response to the Recommendations of the Principal's Task Force on Diversity, Excellence and Community Engagement (DECE)* noted, "All members of the McGill community need—at various times—advice and information about services which provide family support...Modelled on similar initiatives at other major research universities, McGill will assign an individual to serve as a resource to provide timely and specific information to students, faculty, and staff, keeping in mind that a significant portion of our community is from outside of Montreal or Quebec and may not be aware of how to find support, or understand the tax implications for any costs associated with services."

The October 25, 2013 report *Childcare Access at McGill University: An Overview of the Current Situation* by Vanessa Conzon indicated that the position had not yet been created for two reasons: financial constraints and a fear that the position would "replicate services already offered within the greater Montreal area". The PGSS believes that now is the time to act and provide a resource person for members of the McGill community with families, and we believe that the proposed Family Resources Coordinator is the way to do so. The coordinator will *not* duplicate services already available by organizing childcare or events; instead, the coordinator will connect individuals with on- and off- campus service providers and help develop sustainable solutions for our extraordinary childcare challenge. Moreover, the project will advance McGill's sustainability agenda by promoting individual and family well-being and will bring us in line with peer institutions like the University of Toronto that already offer a Family Care Office.

PGSS, via our Family Care Caucus, is committed to collaborating with the Family Resources Coordinator, and to helping promote this resource to post-graduate students. Furthermore, PGSS looks forward to participating in the Childcare at McGill Roundtable proposed for spring 2015. I urge you to take action by approving this first step in addressing a critical need felt strongly among postgraduate students but shared by all members of our community.

Sincerely,

  
Jonathan Mooney  
Secretary General  
Post-Graduate Students' Society

February 6, 2014

Sustainability Projects Fund  
1010 Sherbrooke Street West, Suite 1200  
Montreal, Quebec H3A 2R7

Dear Selection Committee of the Sustainability Fund:

On behalf of the Students' Society of McGill University, I wish to express my support for the Sustainability Projects Fund proposal being submitted by the Senate Sub-committee on Women.

The Family Resources Coordinator @ McGill project is a 2-year pilot project aimed at creating a central resource for the entire McGill community that addresses family care issues, initially focusing on the crucial concern of childcare. The current resources, such as on-campus childcare or information about available off-campus services, are not meeting demand. For example, the waitlist for the McGill Childcare Centre currently exceeds 740 children waiting for one of the 106 subsidized spots (Conzon 2013, 9). Moreover, even when facilities or aid are available, parents and family members may not know how to access these services.

This project aims to create a comprehensive resource for students, as well as faculty, staff and the McGill administration, on childcare needs and solutions. The Family Resources Coordinator will not duplicate currently available services; rather the focus of this project is to link individuals with already established services, liaise with on- and off-campus service providers, and advocate for family and child care support within and beyond the McGill community. This project will also contribute to social justice by ensuring that lack of access to appropriate childcare is not a barrier to education for student-parents. Furthermore, services will be inclusive, addressing the concerns of single parents, queer parents, international students with families and others.

SSMU is committed to improving campus accessibility for the McGill community, and sees this project as valuable in promoting this aim. SSMU is committed to helping promote this resource to our undergraduate constituents, and looks forward to future collaboration as the Coordinator seeks to assess and improve childcare delivery at McGill.

Sincerely,

A handwritten signature in black ink, appearing to read 'C. Stewart-Kanigan', with a horizontal line extending to the right.

Claire Stewart-Kanigan, Arts Senator

on behalf of SSMU Legislative Council

**From:** Ron Critchley  
**Sent:** Thursday, January 23, 2014 2:24 PM  
**To:** Sarah Turner  
**Subject:** Family Resources Coordinator

Sarah,

The MUNASA Executive endorses the concept of creating a Family Resources Coordinator position.

We hope that you are successful in your quest to get funding support from the SPF.

We would appreciate being kept informed on the progress of this project.

Best Wishes,

Ron Critchley

President, MUNASA



**Anne Turner**  
Internship Manager  
Faculty of Arts Internship Office  
McGill University

Leacock Building Room 307  
855 Sherbrooke Street West  
Montreal, Quebec H3A 2T7

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E-mail: anne.turner@mcgill.ca

Sustainability Projects Fund  
1010 Sherbrooke Street West, Suite 1200  
Montreal, Quebec  
H3A 2R7

May 22, 2014

Dear Selection Committee of the Sustainability Fund

*Re: Faculty of Arts Internship Program sponsored research internship on family childcare needs at McGill.*

On behalf of the Faculty of Arts Internship Program, I wish to express my support for the Sustainability Projects Fund proposal being submitted by the Senate Sub-committee on Women. We are happy to offer a student internship aimed at collecting and analyzing data on current family and childcare needs and services at McGill.

The intern will be eligible for Faculty of Arts Internship Awards, and is very likely to receive a \$2000 Arts Undergraduate Research Internship Award (ARIA). Professor Turner has agreed to match these funds. The student will be co-supervised by Professor Turner in her capacity as co-Chair of SSCOW and Professor Vrinda Narain, joint appointed in Faculty of Law and the Institute for Gender, sexuality and Feminist Studies, Faculty of Arts.

This internship will provide the chosen student with practical research experience and will also contribute to advancing the available knowledge on family and childcare requirements at McGill. I look forward to providing this excellent opportunity to a Faculty of Arts student.

Yours truly

A handwritten signature in blue ink that reads "Anne Turner".

Anne Turner

Internship Offices Network Manager