

SSD Council Agenda

Feb. 15, 2016

Call to Order: Patrick @ 5:10pm

Acknowledgement of Territories: Joseph acknowledged the territories

Approval of Minutes: Moved by Patrick, seconded by Heather, carried

Approval of Agenda: Moved by Patrick, seconded by Heather, carried

Reports

Office Coordinator

SSD Attendance

The SSD has seen a higher volume of members using the space over the past two weeks. Members are expressing excitement about new programs and support groups being offered by the SSD, and are offering their own ideas for consideration. A number of members have requested more information regarding council roles and responsibilities, showing interest in running for election.

Administration

The office coordinator has been acting to develop SSD files and general office organization. A number of binders are in the process of being developed to house relevant documents and allow for effective office operation. All documents are in accordance with SSD and UVSS policies as well as the Collective Agreement. The office coordinator will submit the following for review upon completion. These are considered to be guiding documents for staff **only**.

- SSD Staff & Work-Study Orientation (including relevant policies and terms of reference);
- SSD General Accounting (including invoices and general ledgers);
- SSD Communications & Outreach;
- Procedures and Forms
- SSD Events

Promotional materials have been developed and sent to the appropriate council members for processing. These materials include:

- Weekly Support Groups promotional materials;
- AGM promotional materials;
- Statement of trauma-informed practice and territorial acknowledgements;
- SSD promotional posters.

The office coordinator is in the process of developing a list-serv through a new MailChimp account, which will allow for the required 'UnSubscribe' option. Council members are encouraged to submit any email sign-up sheets.

The work-study student has been hired and oriented to the SSD by the office coordinator. The work-study student will be working 18 hours per week. The work-study student completed an inventory of the SSD which has been submitted to council.

UVSS and Advocacy Council

The office coordinator attended the advocacy council meeting on February 2nd. **The SSD is due to review its budget at the next advocacy council meeting.**

The office coordinator has continued to connect with other advocacy and affiliated groups in the spirit of fostering collaborative relationships.

Community Outreach

The office coordinator participated in the first Community Awareness & Outreach constellation group meeting of OneAbility at the Pacific Institute for Sport Excellence, at which time marketing strategies, website development and media contacts were discussed.

The SSD was approached by the Muscular Dystrophy Walk 2016 planning committee regarding potential collaboration. The office coordinator agreed to support the walk in promoting the event, table at the event and seek to create an SSD team. The planning committee agreed to feature the SSD logo on their website.

The SUB Upper Lounge has been booked for the CLBC WoW award presentation on March 11th. The SSD is a partner in this event. SSD members are invited to partake, celebrate excellent advocacy work and mingle with other community advocates and stakeholders.

Vertigo has been booked for the Uni 101 10th Anniversary Gala, for which SSD is a partner. SSD members are welcome to attend to celebrate this excellent program.

Education and Administration Coordinator

The Education Coordinator is continuing her work on the Transitions to Leadership Program. She envisions the Transitions to Leadership Program Working Group Committee (TLPWGC) to hold its first meeting at the end of February. The TLPWGC is a vital player in the development, monitoring and evaluation phases of the TLP as the members will all have a vested interest in promoting and ensuring that students with disabilities on campus have the appropriate and necessary supports to set them up for success from the onset of their entry all the way to their graduation. She has sent out three documents for Council's perusal and feedback: 1) Letter of Invite to Participate in the TLPWGC; 2) TLPWGC Invitees List; and 3) TLPWGC Terms of Reference. These documents will be part of a package that will be sent out to potential TLPWGC participants. The Education Coordinator is aiming to send out this package this week sometime. Another priority is to send out a document requesting a "letter of support" for the TLP. We have a few people who have already said yes to providing a letter of support such as Laurie Keenan, Manager of RCSD, and Cindy Player, Director of Equity & Human Rights. This

document seeking “letters of support” will be sent out by early next week. The Education Coordinator will also be creating a list of potential Faculty/Department Champions to house, guide and administer the TLP. Individual meetings will be set up with prospective Faculty/Department Champions in March and April. A meeting with Jim Dundson, Associate Vice President of Student Affairs, was set up for this afternoon to introduce the TLP, February 15th, however, his Administrative Assistant had to cancel the appointment on their end. This meeting is now rescheduled for February 23rd.

The Education Coordinator continues to offer support and advocacy for SSD students and members. Please note that the contract for the Education Coordinator is ending on March 16th, 2016.

Motions

- Therefore, I move to negotiate with the Women’s Centre for a "Women & Disability" Peer-Support Group. Moved by Patrick, seconded by Heather.
 - Heather and Sumbal briefly left the meeting in order to attend a collective meeting of the Women’s Centre and the collective agreed to re-establish the support group provided facilitators are approved of by both SSD and the Women’s Centre.
 - The need to redefine the term “women,” or to substitute an alternate term, to be more inclusive was discussed. The Women’s Centre is considering a name change.
 - Heather moved to strike the motion and substitute the following motion: “BIRT the SSD will collaborate with the Women’s Centre in the establishment of a Women’s Health and Disability Peer-Support Group, subject to a possible name change, on the understanding that the facilitators of said group shall be jointly agreed upon by the Women’s Centre and the SSD before the establishment of the group.” Seconded by Patrick, carried.
 - Carried.
- I move to go forward with developing a proposal for a safe and professional “Mental Health” peer-support group. Moved by Heather, seconded by Ravi, carried.
- I move to create a "Community 2 Class for Students Identifying as having a Disability" peer-support group. Moved by Heather, seconded by Sumbal, carried.
- BIRT the SSD Council supports the formation of peer-support groups for and facilitated by members of communities that identify as constituting a sub-domain within a disability identity. Moved by Joseph, seconded by Heather, carried.
- BIRT a hiring committee be struck for the Education & Administration Coordinator position with Patrick, Joseph, and Heather as SSD representatives. Moved by Heather, seconded by Patrick.
 - BIRT that “Patrick” be struck and “Ravi” inserted. Moved by Patrick, seconded by Heather, carried.
 - Carried.
- BIRT the SSD will obtain FoodSafe standard containers for milk and cream for coffee for no more than \$150. Moved by Heather, seconded by Patrick, carried.

Discussion Items

Notice of Motions

Adjournment: Moved by Patrick at 5:58 pm, seconded by Ravi.