

## SSD Council Minutes

**Date: July 8, 2015**

**Call to Order: Patrick at 5:33 pm**

**Count:** met quorum (Patrick, Ravi, Heather, and Leat attended)

**Adoption of the Agenda**

- BIRT the agenda is amended as written. Moved by Patrick, seconded by Ravi, carries.
- Adoption of agenda, moved by Patrick, seconded by Heather, carries

**Approval of Minutes**

- Moved by Patrick, seconded by Heather, carries

**Acknowledgement of the Territories:** Patrick acknowledged the territories

**Staff Reports:**

*Office Coordinator*

The Office Coordinator has provided overall coordination and organization of office activities and provided guidance and some supervision to staff. The Coordinator participated in MHFA Training in Vancouver and received Provisional Instructor Status. She is required to deliver three trainings in order to become fully accredited as a Certified Instructor. The Coordinator has booked the SUB Upper Lounge on August 13, August 25, August 26 and August 27th from 5:00pm to 9:00pm. The actual training will be delivered from 5:30pm to 8:30pm. Rental Equipment (projector and laptop have also been booked). Currently 8 people are registered (including some UVSS staff). A minimum of 8 people is required to deliver the training. The course is now officially registered on the Mental Health Commission of Canada website. Course materials and manuals have been ordered. UVSS participants will be paying \$50 each for their participation. The Coordinator also had a meeting with the UVSS Executive to discuss trainings in the fall. A Mental Health Committee has been started and the Coordinator will regularly participate in those meetings. The purpose of the meetings will be to organize ongoing mental health related campaigns and workshops for students on Campus. The Coordinator also organized and coordinated the details for SSD's first Movie Night on June 10<sup>th</sup>. Participants shared a thought provoking discussion on the themes of the movie (mental health and "being different". The next movie night will be planned for August. The Coordinator attended the Migration and Late Capitalism Conference on behalf of SSD from June 11-June 13<sup>th</sup>. A full report was provided to the Board post conference (following day). On June 17<sup>th</sup>, the Coordinator participated in Media Training, as organized by UVSS. Over the last couple of weeks the Coordinator has been drafting the first edition of SSD's fall newsletter. A draft has been sent to the Board and Staff for review and feedback. Over the coming weeks, a final draft will be completed so that the newsletter is ready for the fall.

*Education & Administration Coordinator*

The Education and Administration Coordinator for the past three months has provided office coverage from Monday-Thursday during the hours of 12:00-3:00 to ensure that the doors of SSD are open during the day. One of the roles of the Education and Administration Coordinator at

SSD is to conduct the project management for the Transitions to Leadership Program. The last three months (April-June) has been dedicated to the first stage of the TLP project management in terms of conducting information gathering, research and informal interviews as well as perusing literature, compiling information and synthesizing information. The Education Coordinator has thus far only been able to dedicate approximately 50 hours to the first stage of project management which has consisted of working on the TLP over a series of ten Fridays and the following information provides an approximate breakdown of this work: 30 hours of information-gathering and research; 10 hours of perusing, compiling and synthesizing information; 5 hours of informal interviews with SSD staff, members, and alumni; and 5 hours of report writing. As the Education Coordinator has been working in the SSD office from Mondays-Thursdays, she will now have an additional day to work on the TLP and hence will be dedicating Thursdays and Fridays on this project. The Education Coordinator has also participated in one meeting at Camosun College where she met Nicole Greengoe (Director, Student Services and Registrar), Michael Glover (Student Advocate, Student Services) and Carter MacDonald (Ombudsman) in order to introduce herself, SSD, the TLP and to provide advocacy for SSD members. Recently, the Education Coordinator was approached by Siobhan Powlowski who asked if SSD might be interested in collaborating on the "Someday Project". According to Siobhan "the Someday Project is a one-time event seeking to use the arts to foster meaningful participation in community by all. By creating a fully inclusive space (that is, one that not only accommodates a wide range of physical, sensory and other needs, but also is intentional about language, schedule and atmosphere), we hope to showcase the wide spectrum of ability that becomes visible in such a space. Artists of all ages, with and without disabilities, are invited to showcase their creative talents at this event".

## **Council Members' Reports**

### ***Chairperson***

The Chairperson has been supervising staff progress on a number of projects, including the TLP. The Chairperson has been meeting staff and offering feedback and comments on the direction of projects. The SSD's next priority is for the Education and Administration Coordinator to begin meetings with departments, so the Chairperson will begin informal discussions with his academic contacts on campus.

The Chairperson has also been focussing on student engagement. To that end, he has asked the Office Coordinator to begin drafting an SSD newsletter for September 2015. The SSD's former work-study student has, partly on a volunteer basis, updated the SSD website. The Chairperson would like to record his appreciation in the minutes.

### ***UVSS Representative***

- Disability Policy is going through Policy Committee
- The UVSS Representative is hoping to integrate policy with existing UVSS policies, but also to have a separate disability policy.
- Really positive impression of board

## **Motions:**

- BIRT the previously approved purchase of 500 stress stars at a cost of \$1.15 each, plus taxes and shipping, is ratified. Moved by Patrick, seconded by Heather, carried.
- BIRT the previously approved bi-weekly budget of \$30-50 for a Share Organic Snack Box through the end of August is ratified. Moved by Leat, seconded by Patrick.
  - BIRT “or another suitable snack” be inserted after “Share Organic Snack Box”. Moved by Patrick, seconded by Heather, carried.
  - Main motion carried.
- BIRT the SSD ratifies the expenditure of \$73.35 to assist an SSD client in need. Moved by Heather, seconded by Leat, carried. Patrick abstained.
- Provided that the Students' Society consents to order MHFA training manuals, BIRT the SSD will reimburse the Students' Society \$30 for each SSD Council member, staff member, or volunteer taking the MHFA course in August. Moved by Patrick, seconded by Heather.
  - BIRT “\$30 for each SSD” be struck and “the full cost of the training manuals for each SSD or UVSS” be inserted. Moved by Patrick, seconded by Heather, carried.
  - Main motion carried.
- BIRT the SSD and 500 back massagers at a cost of \$1.29 each. Moved by Patrick, seconded by Heather.
  - BIRT “and” be struck and “purchase” inserted. Moved by Patrick, seconded by Heather, carried.
  - Patrick moved to table, with condition that voted on by the end of the month. Seconded by Heather, carried. Tabled.
- BIRT the previously approved weekly budget of \$30-50 for a Share Organic Snack Box beginning in September is ratified. Moved by Leat, seconded by Patrick.
  - BIRT “or another suitable snack” be inserted after “Share Organic Snack Box”. Moved by Patrick, seconded by Heather, carried.
  - Main motion carried.
- BIRT the SSD approves a bursary to support tutoring expenses for RCSD clients, available on a first-come first-served basis, for the fall 2015 semester. Moved by Patrick, seconded by Ravi.
  - BIRT “\$3500” be inserted before “bursary”. Moved by Patrick, seconded by Heather, carried.
  - Main motion carried.
- BIRT the SSD approves a \$1500 bursary to support tutoring expenses for RCSD clients, available on a first-come first-served basis, for the winter/spring 2015 semester. Moved by Patrick, seconded by Heather, carried.

## **Discussions:**

- MHFA SSD Training
- UVSS Mental Health Committee
- TLP Progress
- Direction of SSD
- **SSD Office Keys**

- BIRT the SSD obtain new keys for rooms B111 and the respite room, and separate new keys for B111a, at a maximum cost of \$500. Moved by Patrick, no seconder.
- Fall Events
- Salt Spring Island Retreat-Fall?
- Disorientation Days – Invitation to Participate
- Someday Project – Collaborative Project on Celebrating Diversability through Creative Arts
- Anti-Oppression Committee – Invitation to Participate
- Migration Conference & CAPI (Centre for Asia-Pacific Initiatives) - Thank you article to CAPI
- **American Sign Language Club**
  - Ravi described his proposed ASL club on campus. The Council expressed support for the project.

### **Notice of Motions**

**Adjournment:** Patrick at 6:30 pm