

Call to Order – 11:31 am, June 12, 2015 | MBC 2290

1. Roll Call of Attendance

Committee Composition

Vice President Student Services (*chair*) Darwin Binesh
Vice President Student Life Deepak Sharma (*late*)
Board Member Curtis Pooghkay
Student At-Large Mohammad Ali
SUDS Representative.....
SUDS Representative.....

Society Staff

Campaigns, Research, and Policy Coordinator..... Pierre Cassidy (*late*)
Minute Taker Dion Chong

Guests

Absent

Hi-FIVE Representative (*non-voting*) Tanya Miller

The committee was welcomed to a new year of the Accessibility Fund Advisory Committee. The jurisdiction (matters of physical and mental health in Society space) and the resources (the Accessibility Fund as formed from the Accessibility Levy) of the committee was clarified. All members were invited to use the email list (afac@sfss.ca) to discuss physical and mental accessibility issues and possible solutions. Staff could also be invited to resource the meeting where necessary. All attendees and reviewers of these minutes were thanked for their interest in the work of the committee.

2. Adoption of the Agenda

MOTION AFAC 2015-06-12:01

Pooghkay

Be it resolved that the agenda be adopted as presented

Sharma entered at 11:33am

Hi-FIVE motion amended to be a recommendation to the Board of Directors.

CARRIED

3. New Business

a. Mental Health First Aid Workshop

MOTION AFAC 2015-06-12:03

Sharma/Amended Sharma

Whereas AFAC 2014-10-29 agreed to cover the fee's for the At-large representative's First Aid Mental Health workshop training.

Whereas the At-large representative had agreed to in return instruct three free First Aid Mental Health courses after they had become certified to instruct the course.

Be it resolved that AFAC approve up to \$1500 for the funding of materials for three First Aid Mental Health workshops.

AFAC of 2014/15 had funded one of the At-Large Representatives (Jeremy Pearce) of the time for Mental Health First Aid instructor training. In exchange, they had agreed to return to SFU and provide the training to members of the Student Society without levying the instructor cost typically associated with the provision of such a workshop. The SFSS would still have to order the course materials for the training, which would be a separate cost from the instructor fee.

Cassidy entered 11:38pm

The continuation of such training was recommended by the previous President. Last year, one session was conducted with around twenty participants, but with over seventy members listed as interested in participating.

Funding was sought from the committee such that course materials could be ordered in time for any date set by the committee. Additionally, it was necessary to confirm dates with the former At-Large Representative as well as their training instructor.

CARRIED AS AMENDED

It was requested that funding proposals in the future be formulated as a written proposal and submitted to the committee.

Action Item: The Vice President Student Life would confirm the order for the materials and the session, contact the Student Union Organiser to determine the logistics used during the previous session, contact interested members from the previous session, and follow up with AFAC by 2015-06-16

b. Hi-FIVE Project Coordinator Funding

MOTION AFAC 2015-06-12:04

Sharma

Whereas Hi-Five is a student run movement that is supported by SFU Health and Counseling Services and the Simon Fraser Student Society;

Whereas AFAC 04/07/2015 expressed interest in a jointly funded volunteer between SFU Health and Counseling Services and the SFSS, specific to the Hi-Five Campaign for Mental Health;

Whereas a proposal has been brought forward for such a volunteer;

Be it resolved to recommend to Board to approve \$3,300 from line item 995/42 for the SFSS' half of the volunteer's remuneration until May 2016 as proposed.

Hi-FIVE still does not exist in any way other than as an informal collective of likeminded students. These students have requested a jointly funded project worker position. While the proposal was being to emulate the model used for the SFSS and Graduate Student Society jointly funded National Energy Board Submission Research Assistant, the documentation provided to the committee lacked information on the reporting structure for the position, the role of the SFSS in oversight and work evaluation etc

Further, the Student Union Organiser had recommended that the matter be approved at Board as opposed to simply by AFAC, as all hiring is confirmed by the Board. The chair opted to recommend the matter to Board to maintain due diligence. As the position was expected to be filled in August, this would not impact timelines.

In the Vice President Student Services' discussion with the Hi-FIVE representative and the SFU Associate Director, Counselling at Health and Counseling Services, HCS had expressed that it

was open to any reporting system favoured by the Student Society, whether that would be through monthly written reports, or having the position take over as the Hi-FIVE representative on AFAC for verbal updates. Work evaluations could also be done at the committee level. HCS would retain the supervisory role and handle payroll processing. HCS has been requested to provide these details in writing to the committee, which would be passed on to the Board. The Finance Coordinators would also be requested to provide a written recommendation on the remuneration process for the volunteer position. This would all ensure that the next AFAC would have all the rationale and documentation necessary regarding the position.

As the position was a volunteer and not a staff, no letter of agreement was prepared. The current proposal could be slightly adjusted into an LOA, with the changes detailed above.

Concern was raised around beginning the practice of stipending volunteers, as questions would arise of which volunteers should be remunerated while others continue to donate their time without any compensation.

FAILED

4. Attachments

Hi-FIVE Project Coordinator Proposal.pdf

5. Adjournment 11:55am

DC /CUPE 3338

Hi F.I.V.E.

Friendship Invite conversation Value everyone's gift Eliminate stigma

Hi-FIVE Project Coordinator

The *Hi-FIVE Movement for Mental Health* aims to eliminate stigma toward those are experiencing mental health distress or illness, now or in the past. It is a positive campaign that encourages kindness and compassion, on and off-campus. The Project Coordinator is a volunteer role that will be supervised by the Associate Director of Health & Counselling Services. However, as *Hi-FIVE* is a student-run movement that is supported by both Health & Counselling Services and the Simon Fraser Student Society, both will be responsible for remuneration. The Project Coordinator will receive a stipend of \$300 bi-weekly for 44 weeks, upon completion of 10 hours of work per week. The position will be active between August 2015 and May 2016, with the possibility of ongoing renewal.

Responsibilities include, but are not limited, to:

- Working closely with SFU Health and Counselling Services (HCS) and the Simon Fraser Student Society (SFSS) to ensure that Hi-FIVE Team activities operate within the mandate of HCS and the SFSS;
- Attending all Executive Team, HCS, and SFSS meetings and taking minutes;
- Monitoring the Hi-FIVE general email account and responding to all inquiries;
- Overseeing operational budget for Hi-FIVE Team outreaches, events, and campaigns;
- Securing funding through the SFSS Accessibility Fund Advisory Committee and other avenues;
- Collaborating with Hi-FIVE Executive Team to maintain positive team structure and focused activities;
- Providing administrative support for the Hi-FIVE Team for scheduling regular volunteer and HCS meetings, booking venues, grant and sponsorship requests, ordering equipment and catering, design/print/copy requests, and organizing workshops;
- Maintaining record of ongoing Hi-FIVE activities and revising Hi-FIVE organizational capacities as needed;
- Ensuring that incoming volunteers receive *Support Over Suicide* and *Students in Distress* training as offered by HCS;
- Maintaining ongoing meetings with university and community stakeholders to promote and support mental wellness at SFU;
- Planning, organizing, and overseeing annual mental health week;
- Seeking feedback on the establishment of an SFU mental health network, and developing a business/communications plan if feasible;
- Maintaining the office space and Hi-FIVE materials; and
- Ad hoc duties as required.

For more information, please contact Erika Horwitz at ehorwitz@sfu.ca.