**Present:** Gregory Brown, Wes Cross, Ollivier Dyens, Jim Avik Ghoshdastidar, Jana Luker, Lauren Mundy, Laura Nilson, Ian Simmie, Erin Sobat.   
**Regrets:** Elizabeth Cawley, Guillaume Blais, Stefan Fong, Lina Di Genova, Morgan Grobin, Lucyna Lach, David J. Lewis, Dusica Maysinger, Carter Li, Tony Liu, Vera Romano, Emma Vincent.

The seventh meeting of the Committee on Student Services (CSS) for the 2013-14 academic year was called to order 10:05 a.m.

1. **Approval of Agenda**  
   The Agenda was approved as circulated.
2. **Approval of Minutes – 10 March 2014**  
   The Minutes were approved as circulated with corrections made to the list of attendees: Jim was indicated as absent.
3. **Executive Director’s Report**

J. Luker noted the following:

A Student Health peer review is planned for the summer. Staff from other universities will participate and will formulate recommendations. The focus of the review will be on the access to the service.

There was a question raised recently from McGill Association for Continuing Education Studies about their members’ access to Mental Health Services. Students in Continuing Studies do not pay for the services provided by Student Services, therefore do not have access to Mental Health Services. Every now and then there is a request for a particular service by students in Continuing Studies, but the demand is typically. A few years ago, MACES asked their members via referendum if they wanted additional access to the services. Only roughly 10% indicated they wanted to pay for and have access to the suite of services offered by Student Services.

1. **Business Arising**
   1. Update on the Innovation Fund Terms of Reference (I. Simmie)

Ian Simmie referred members to a paper hand-out that provided a draft application process for the fund. There was a two-streamed approach depending on if the request was under 5K or over 5K. Projects requiring less than 5K would be fast-tracked, but projects requiring over 5K would need to go through a fuller discussion and approval by the Committee on Student Services. Large projects would require the approval of the Deputy Provost (Student Life and Learning).It was noted that this approach would be tested in the summer and reviewed in the Fall.

L. Nilson referred to the grant application process which she suggested may be an appropriate model to replicate for this fund.

It was noted that the idea of the Innovation Fund would be brought to the Deputy Provost (Student Life and Learning) for discussion about possible implementation.

1. **New Business**
   1. Administrative issues about the Committee on Student Services for 2014-15

Members proposed the following:

Duration of the meetings be two hours.

The Deputy Provost seat be ex-officio by invitation

Student co-chair to be added to the terms of reference

1. **Other Business**  
   The meeting adjourned at 11:50 a.m.