

**Committee on Student Services**  
**Friday October 4, 2019 – 3:00-5:00 PM**  
**Venue: Brown Building, Room 3001**

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**Attendees:** Jim Fyles, Lucyna Lach, Martine Gauthier, Tatyana Romeus-Kebe, Rick Hink, Darlene Hnatchuk, Kira Smith, Ffion Hughes, Jonathan Britt, Aimee K. Ryan, Madeline Wilson, Billy Kawasaki, Deborah Chan

**Regrets:** Sophia Esterle, Fabrice Labeau, Rosella De Stafano, Bassam El-Khoury, Lina Di Genova, Heri Schoucair, Mu Rong Yang, Nancy Czemmell, Ms., An Bui

Meeting called to order 3:05pm

**1. Approval of Agenda**

The committee approved the agenda.

**2. Approval of Minutes**

Notes from the last meeting (attached)

The minutes from the last meeting were approved.

**3. Introductions**

The committee members introduced themselves, their organization/unit and their previous involvement with Student Services.

**4. Review of CSS Mandate (Jim)**

ToR, membership list and 2018-19 Annual Report circulated

J. Fyles: The current Terms of References are in flux because they have yet to be approved. In the terms of references circulated, one side outlines the current Terms of References and the other side has the suggested changes.

J. Fyles: One thing we want to do is generate a shared understanding of what Student Services as an institution on campus. We must bring our knowledge to the table.

J. Fyles: The second part of the mandate is we have constituencies with whom we must communicate this shared understanding. We must also bring back the concerns of our constituencies to the table.

**5. Overview of Student Services (Martine and others)**

M. Gauthier: We spent a lot of last year discussing the Hub. However, Student Services does encompass 8 different units, not only the Student Wellness Hub. What brings together Student Services is wellness.

To give the committee context and an understanding of Student Services, Martine gave a brief description of the 8 different units that make up Student Services and an update on the Student Wellness Hub.

Lost Connections by Johann Hari is a book that was frequently referenced due to its discussion of society and the lost connections between people and this relation to wellness.

**Survey links:**

**6. Planning for future meetings (Jim, Martine, members)**

Issues arising from last year

Overview of CSS contribution to Student Services strategic planning

Topics of interest/concern to CSS members and their constituencies. Members discussed tackling the academic workload as a source of stress.

Future CSS meetings for the fall semester will have a particular focus on Student Services and the vision for Student Services come 3 years as the unit undergoes their Strategic Planning process.

**7. Co-Chair discussion by student members if necessary.**

The student members of the committee chose this year's student co-chair to be Ffion Hughes.

**8. Adjournment**

The meeting adjourned at 4:15pm to allow committee members to tour the Brown Building.

**9. Short Tour of the Student Services Brown Building**

Interested committee members took a tour of the Brown Building that was led by Martine Gauthier.

**Next meeting: November 18<sup>th</sup>, 14:30 – 16:30. Venue TBA**