



Committee Name: Mental Health and Wellness Committee

Date: **March 6, 2014**

Room: Counseling Orientation room E1-301

Time: 12:30 – 2 pm

Facilitators/Chair: MHW – Bianka Guardino and Alicia Martinez

Attendees:	Bianka Guardino, Alicia Martinez, Rosalyn Chan, Debra Williams, Dan Sanidad, Priscilla Jones, Katy Fitzgerald, Rachael Goldberg, Dr. Jorge Wong, Yukiko Hatanaka
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Guests:	
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Agenda Items:

Topic	Topic Lead	Time	Outcomes
Meeting Notes Approval	Alicia	2	Notes were approved for Feb. 20, 2014 meeting.
Inviting West Valley MH&W Committee to our Mission College MH&W committee	Bianka	2	Bianka is still working on coordinating a joint meeting.
Fall 2014 Flex Day Presentation	Alicia	5	There has been a call to submit proposals for the Fall 2014 Flex Day. We will be providing a proposal for a workshop (March 17 th deadline). The workshop will be to give a brief overview of the Assisting the Emotionally Distress Student handbook and discuss the Mission College Procedures on Student Behavior concerns. Rachael will be introduced and she can discuss the new process and her role in the new process. The name of the workshop will be "Assisting the Emotionally Distress Student and the Next Steps". The Fall Flex day is projected to be scheduled for the Friday before the Fall Semester begins. Presenters: Bianka, Alicia, Rachael, Priscilla, Rosalyn, Dean of SS and VP of SS.
Adopted courses possible non-credit by WVC	Debra	10	Debra addressed the need of courses (particularly adaptive PE) that allow students to relieve stress and anxiety which will help with student's mental health. Issues arose in with non-credit limitations and apportionment. Debra will look into the different alternative and options.
Annual Goals	Bianka/Alicia	15	There is an Annual Goal template that committees need to use in guiding the committee's work. Committees are supposed to be supporting the college's accreditation assurance. The MHW Committee's related accreditation standard is: "The institution provides an environment that encourages personal and civic responsibility, as well as intellectual, aesthetic, and personal development for all of its students". Goals for the academic year were discussed. Alicia will email the group the final version for feedback. Then, the document will be posted on the MH&W website. The document can always be revised if needed.
BIT process discussion	Dan	10	Removing the BIT from the MH&W committee was discussed. Having the BIT team meet separately will give the Vice President of Student Services more flexibility to call a meeting when it is needed. The committee agreed to have the BIT removed from the MH&W committee to better meet the needs of the BIT team and the VP of Student Services. Dan will work on the details of the membership of the team and other logistics.
Student Services/Mental Health & Wellness Fair	Bianka	15	Fair is scheduled for Thursday, April 10, 2014 from 10am -2pm. Coordinating group discussed the Fair. To address any peanut allergy, the group agreed to have a sign (at the four entrances of the Main building) during the fair that says: "There is a possibility that you may be exposed to peanut products". The absolute deadline for letting Alicia know of tables needed is Monday, March 17, 2014, but sooner is better. She needs to complete the Table layout and then submit it to custodial ahead of time.

Future Spring 2014 Meetings (1st and 3rd Thursdays of each month): March 20th, April 17th and May 1st.

Meeting Summary or Take Away:

1.	Alicia will email the MH&W Annual Goals template for review. She will post it on the MH&W Committee website.
2.	Dan will be figuring out the BIT membership and the logistics.
3.	Bianka or Alicia will be submitting a proposal to present to the Fall 2014 Flex Day.
4.	The SS/M&W Fair coordinating group will continue to work on helping to coordinate the Fair and will email the coordinating group with any updates.
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6.	