1. Welcome and Introductions – (Abdi)

2. Review of Minutes from 10.06.16 (Abdi)
   - No changes.

3. SHAC By-law meeting will be rescheduled. Ali volunteers to participate along with co-chairs and Dave Golden

4. Absence Note Policy
   - Carl presented to SCEP committee. Clarification that finals and exams may need to be incorporated into the policy
   - Abdi mentioned that this policy should also apply to the first day of class which is currently required attendance.
     Dave believes this is part of a different policy and would need to be looked into.
   - MSA will be presenting a position statement to their group on Tuesday
   - Next steps for this group will be signatures from the co-chairs

5. Retreat planning
   - Scheduled for November 15th 5pm-8pm

6. Update on Mental Health
   - Dave indicates that there is more money available than what Boynton thought there would be after new mental health hires. There is enough funding to hire one additional mental health provider
   - New intake strategy means that students will be seen right away instead of completing paperwork and scheduled for an appointment, referred to outside agencies or may be finished with services (mode for Boynton MHC is 1 visit).

7. Student Service Fees Preparation
   - MSA, COGS and PSG are mandatory
   - Ben Hickman will be leading the group through the fees process
   - Boynton will be providing an in depth look into our finances, visit numbers, etc. for this group.
   - Anyone interested should contact Ben directly (or through Anne) and provide availability as we’d like to get this started as soon as November 11th.
   - Sue reminds group that it will be important to remember all that students are NOT paying because of student service fees.

8. Next meeting scheduled for Thursday, November 3rd.