



REPORT

From the office of the...

Student Health Education Centre (SHEC)

TO: Members of the Executive Board
FROM: Kelsey O'Neill
SUBJECT: SHEC Report
DATE: February 6, 2014

UPDATE

SHEC's had a good start to our second term. SHEC was open with minimized hours during the first week back and we had a great second volunteer training weekend in early January. New Years Resolution Fair went well, and we have a busy semester coming up with SHEC Week, a couple more events and volunteer and exec hiring.

SERVICE USAGE

My exec who usually compiles our logbook data was unable to finish the data in time to send the report in, but I will have the data ready when I present the report.

PAST EVENTS, PROJECTS & ACTIVITIES

- December 5-13: Minimized hours during exam period
- Throughout December: Stressbusters (included dog visits, Snakes and Lattes,
- January 6-10: SHEC was open with minimized hours (SHEC normally does not open until second week back in Term 2)
- January 11-12: Volunteer Training
- January 22: Participated in Soulfood Fair
- January 24: Hosted New Years Resolution Fair
- January 29: SHEC Show – Nutrition and Exercise

UPCOMING EVENTS, PROJECTS & ACTIVITIES

- February 10-14: SHEC WEEK
- February 14: Volunteer applications released
- February 28: Participating in MSU Mental Health Fair
- March 3: Volunteer Applications Due
- March (Exact Date TBA): Impaired Driving Event

BUDGET

Volunteer Recognition	60% Used
Annual Campaigns	83% Used
Advertising and Promotions	66% Used

Reference Library	0% Used *
Training Expense	82% Used
Office Supplies	26% Used

*We have not spent any money on our reference library as of yet, but we will be buying books soon. The resources committee (who is in charge of buying books) has compiled a list of books they wish to purchase and we will probably be buying them in the next 2-3 weeks.

CURRENT CHALLENGES

One of my execs received poor feedback on their feedback forms given to volunteers at January training. This was surprising because this committee has been organizing successful events, but most of the issues were internal and due to lack of organization and poor delegation skills. I have meet with the exec to go over their feedback and we came up with some strategies to improve their leadership skills. As way to make sure that these strategies are implemented, I am also going to provide another feedback opportunity for this committee at the end of February. I will go over the information from the second survey with my exec to determine if they have improved.

SUCSESSES

- Very good feedback for rest of my execs
- Video tour turned out great!
- Great turn out for Stressbusters events (especially dog visits)

OTHER