



## UBC STEERING COMMITTEE ON SEXUAL ASSAULT

Thursday, October 20, 2016

9:00am-11:00am

### MEETING SUMMARY

ITEM	DISCUSSION
<b>Approve Agenda</b>	The agenda was approved by members
<b>Mandate of the Committee</b>	<p>A draft mandate that had been collaboratively created by Margot Young, Janet Teasdale, Sara-Jane Finlay and Louise Cowin was tabled.</p> <p>Members of the committee discussed in detail the draft mandate and identified that it would be helpful to gain further clarification on the relationship of the steering committee to the sexual assault policy committee.</p> <p>The importance of identifying and extending an opportunity to other groups engaged in sexual assault work to meet with the steering committee was discussed and agreed upon.</p> <p>The balance of the draft steering committee mandate was discussed, and an agreement that the revised draft would be circulated to members for final review and approval. The steering committee agreed that its finalised mandate would be included in the broadcast email sent out by Prof. Ono informing the UBC community of the creation of the steering committee, its composition and mandate.</p>
<b>Composition of the Committee</b>	<p>The size and diversity of the steering committee was discussed. A decision was made to expand the size of the committee and use an open call to faculty, students and staff for additional new members of the committee.</p> <p>Committee members will review all applications received and select new members through a process of consensus.</p>
<b>Name</b>	The committee generated and discussed several names and decided on, UBC Steering Committee on Sexual Assault
<b>Meetings and Process</b>	The steering committee will meet for three hours every two weeks:



	<p>October – December: every second Thursday, 9am – 12noon January – April: to be scheduled</p> <p>Additional meeting time outside of the steering committee for sub-committee /working group meetings</p> <p>The committee agreed that meeting agendas and summary notes would be posted on a newly created sexual assault website.</p>
<b>Next Steps</b>	<p>Several task groups were struck to move the work of the group forward:</p> <p><i>Broadcast Email/Call for membership</i> – Janine Benedet, Janeen Alliston, Linda McKnight, Sara-Jane Finlay</p> <p><i>Call for membership application form</i>- Linda McKnight, Sara-Jane Finlay</p> <p><i>Selection criteria and process</i> – Ian Cull, Ava Nisiri, Janine Benedet, Gen Cruz (Sara-Jane – for selection committee)</p> <p><i>Wiki and online presence</i> – Janeen Alliston</p> <p><i>Communications Working Group</i> - AMS comms, GSS comms, Kate Hunter, Janeen Alliston, Ian Cull, Angelique Crowther</p> <p><i>Agenda Committee</i> – Janet Teasdale, Ian Cull, Sara-Jane Findlay</p> <p><i>Meeting summary</i> – Janeen Alliston, Sara-Jane Finlay</p>
<b>Next Meeting</b>	November 3, 9:00am – 12:00pm