

SHAC

Student Health Advisory Council



Students & Staff Healing PVAMU Together



PRAIRIE VIEW
A&M UNIVERSITY
Health Services

Dr. Tondra L. Moore, Executive Director Health Services

Overview

The Prairie View A & M University **Student Health Advisory Council** (SHAC) is a body of students who serves in an advisory capacity for Health Services to ensure students' concerns are represented in all aspects of the delivery of care by Health Services. Members of SHAC serve in a volunteer capacity that provides an opportunity to impact decision-making, programming, and service delivery in the **Office of Disability Services, Medical Services, Student Counseling Services** and the **Hilltop Reserve**.

Meetings

SHAC will hold its first formal meeting in Fall 2023. The Council will meet twice a month during the spring and fall semesters. SHAC members may meet during the summer to plan for the fall. The Council executive committee will be asked to participate in the Health Services (Jan.) spring and (Aug.) fall retreats. All meetings should include a remote log-in option using either Zoom or Free Conference Call.

Membership

Members agree to attend mandatory meetings, create student-led health related programming and volunteer at Health Services sponsored events and programs. SHAC is open to all students at the Prairie View Main, Northwest and Nursing Campuses.

Each member is responsible for volunteering a minimum of **30 (thirty) hours** per semester to be eligible for special SHAC events and celebrations. **Meeting attendance counts toward up to 15 hours of volunteer hours.**

The Council is organized in a manner that ensures all members are actively engaged. **Members are required to serve on either the executive committee or as a member of one of the three standing committees:**

1. Programming
2. Marketing
3. Advocacy

Advisors

A member of Health Services leadership will serve as the ex officio advisor of the organization. A member of Health Education leadership will serve as an ex officio advisor of the Programming Committee.

Events & Programming

SHAC will create, plan and organize at least one event that supports the initiatives of Health Services each semester. Funding for the activity may be requested from Health Services for the event. SHAC events must be approved by one of the advisors.

Committees

The **Executive Committee** consists of the Chair, Vice-Chair, Chair-Elect, Secretary, and Committee Chairs. The executive committee is responsible for providing organization leadership and ensuring that the membership operates in a manner that supports the mission of Health Services. Committee members are expected to lead by example in demonstrating a positive and professional demeanor that upholds the mission of Health Services.

The **Programming Committee** is responsible for creating SHAC-led events and programs that support the strategic plan and initiatives of Health Services. Committee members must create a detailed event proposal for all proposed events including a detailed budget, program goals, learning objectives and targeted demographics. Members are expected to create at least one SHAC event a semester. The advisor will provide a template.

The **Marketing Committee** is responsible for creating all marketing materials for SHAC including programs, events, surveys, etc. Committee members will work with Health Services staff to develop marketing material for Health Services-led events and programming as well. Committee members will be expected to monitor social media for negative Health Services related content and report any such content to the Marketing Chair. Members are expected to help Health Services maintain a positive social media presence by posting positive posts and helping respond to student questions with information received through SHAC. All marketing must be approved by an advisor.

Advocacy Chair(s) – Each campus will have a team of students responsible for identifying the health-related areas of concern for the campus. Committee members are responsible for identifying any misconceptions or misleading information that is the basis of a concern for the campus students and relaying the information immediately to the Advocacy Chair. Committee members are responsible getting the word out to their campus regarding Health Services and SHAC programs and events. Committee members are also responsible for ensuring that all past-dated materials are removed in a timely manner and disposed of properly on their campus.

Health Services

Mission

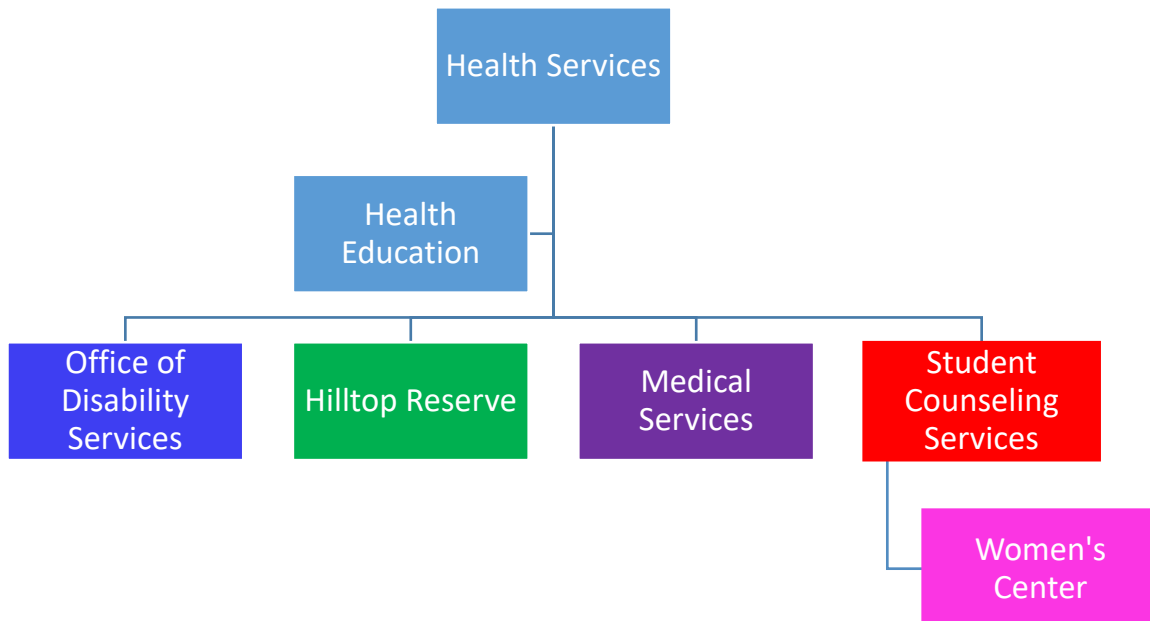
The mission of Health Services is to support the mission of the University by promoting academic success while providing a synergistic, collaborative healthcare model that supports wellness in the learning, mental, physical, and social aspects of Prairie View students' lives.

Vision

To achieve optimal health and wellness in the Prairie View community

Vision Statement

Healthier together: Mind, body and soul



Leadership

Dr. Beverly Copeland, Vice President for Student Affairs

Dr. Tondra Moore, Health Services

Ms. Belinda Lewis, Office of Disability Services

Ms. Meaquell Lewis, Hilltop Reserve

Dr. Glenn Berry, Medical Services

Dr. Bernadine Duncan, Student Counseling Services

Ms. Caroline Velez, Health Education

SHAC Leadership

Council Structure

- **Executive Committee**
 - Chairperson
 - Vice-Chair
 - Chair-Elect
 - Secretary
- **Committees**
 - Programming, Chair
 - Marketing, Chair
 - Advocacy
 - Prairie View Chair
 - Northwest Chair
 - Nursing Chair

Chairperson - Conduct monthly meetings and oversee the planning for the organization-led programming. Provide content for the meeting agendas. Develop an annual health-related platform for the organization. Attend Health Services monthly meetings to represent the student body as well as communicate relevant information to the SHAC membership. Communicate all urgent student concerns in a weekly email to the Health Services leadership and present a monthly report on student concern to all Health Services staff.

Vice-Chair – Represent the Chairperson in his/her absences. Secure the meeting location for SHAC meetings and assist the programming committee chair with securing venues for SHAC events. Coordinate the annual student satisfaction survey collection for all Health Services areas. Review all budget proposals submitted by the programming chair. Review all marketing material submitted by the Marketing Chair before submitting to an advisor.

Chair-Elect – Coordinate all volunteer opportunities including recruiting volunteers to organization-led events, monitor volunteer participation at Health Services events and record all volunteer hours to be reported to the University volunteer services coordinator. Coordinate the collection of the Health Services service utilization, student retention and none-user surveys.

Secretary – Under the direction of the Chair, prepare the meeting agendas, record all meeting notes, record meeting attendance and prepare meeting minutes. Secure meeting minutes from the monthly Health Services staff meeting to distribute to SHAC members. Maintain and update the SHAC member email distribution list. Arrange the remote access accounts for all SHAC meetings and provide information to advisors no less than 24 hours in advance.

SHAC Committee Leadership

Programming Chair – Under the direction of the Chair, lead a team who creates events and programs that meet the organization strategic plan and Health Services initiatives. Create a detailed event proposal for all proposed events including a detailed budget, program goals, learning objectives and targeted demographics.

Marketing Chair – Under the direction of the Chair, lead a team who creates all marketing materials for SHAC including programs, events, surveys, etc. Work with Health Services staff to develop marketing materials for Health Services-led events and programming. Monitor social media for negative Health Services related content and maintain a positive social media presence for Health Services. Submit all marketing materials to the Vice-Chair.

Advocacy Chair(s) – Each campus will have a chair of advocacy for health-related student needs on the campus.

Under the direction of the Chair, lead a team of students who will be responsible for identifying the health-related areas of concern for the campus. Advocacy Chairs will also be responsible for clarifying any misconceptions or misleading information that is the basis of a concern for the campus students. Advocacy Chairs are responsible for relaying in timely manner any inflammatory or time-sensitive concerns to the Chairperson. Ensure all Health Services and SHAC programs and events are advertised to the students on the respective campus.

All leaders serve for a full-academic year starting in fall of 2023. Officers elected for spring 2023 agree to serve a full academic year starting in the fall of 2023 unless graduation is planned for May or August of 2023.

Committee Meetings

Committee may meet as regularly as needed to complete all committee-related tasks. Committee chairs are responsible for working with the Vice-Chair to secure a location for meetings.

All meetings must use either Zoom or Free Conference Call to allow Northwest and Nursing campus representatives to remotely attend the meeting. The log-in information must be sent to the Chair-Elect and Advisor at least 24 hours prior to the meeting.

Health Services 2023 Initiatives

1. Hilltop Reserve – Completed
2. Promoting Healthy Panthers – Ongoing
3. Team SAFE (Sexual Awareness for Everyone) – Ongoing
4. WOE Women of Excellence - Ongoing
5. Disability Services B-Fast (Boosting Faculty and Staff Training) - Ongoing
6. Disability Services Student Board – Completed
7. Healthy Panthers Online Portal – Completed, in testing
8. HBCU Student Health Coalition (HSHC) – postponed

Promoting Healthy Panthers – Dr. Moore

Cultivate a culture of healthy behaviors and preventative health seeking behaviors through a comprehensive health education and health promotion campaign.

Team SAFE – Ms. Velez

To reduce high-risk behavior among first year students by increasing knowledge concerning STIs & Sexual Health.

WOE Women of Excellence – Dr. Duncan

To provide women with a safe and respectful forum that generate discussion about women issues, provide mentorship programs, and promote mentally and physically healthy lifestyle choices.

Disability Services B-Fast – Ms. B. Lewis

The primary goal is to reduce the ADA Risk for Students with Disabilities by increasing the overall faculty and staff awareness on campus.

SHAC should identify programming opportunities to help complete the ongoing initiatives. This will require meeting with the Health Services leader responsible for the initiative in order to determine the objectives of the initiative.