

Student Health Advisory Council Charter and Member Agreement

This agreement is between Sindecuse Health Center and _____, who, as a member of the Student Health Advisory Council, shall serve from March of ____ until May of the following year or until terminated by mutual agreement.

Position: Student Health Advisory Council Member (Active)

Estimated Time Commitment: Approximately 3-4 hours per month (includes meetings and events)

Term: One entire academic year

Mission

The mission of the Student Health Advisory Council (SHAC) is to enhance the health and well-being of WMU students and the University community through a collaborative, advisory role within Sindecuse Health Center.

Vision

The Student Health Advisory Council and its members will:

- Reflect the diversity of Western Michigan University
- Contribute ideas for improvements to the Health Center
- Educate students about the services offered by the Health Center
- Bring student concerns to the attention of Health Center staff
- Assess and advise on health and well-being issues in front of the University
- Advocate for, and participate in prevention services and activities that promote healthy choices, skills, and social environments.

Membership

Student Health Advisory Council membership is open to all WMU undergraduate and graduate students. Applications will be invited every spring semester and are reviewed by Health Center staff. Members will be admitted for the remainder of the semester and the following academic year. To be eligible, students must:

- Be registered WMU students in good academic standing.
- Complete all aspects of the application and interview process.
- Sign an agreement outlining SHAC member expectations and responsibilities.
- Follow additional requirements for membership as established by Council leadership.

Active Member Responsibility:

- Attend regular Advisory Council meetings and participate fully
- Maintain confidentiality when required by Health Center policies
- Develop positive working relationships with other Council members and SHC staff
- Give constructive, informed, thoughtful feedback about Health Center programs, services, and initiatives

- Assist the Health Center in gaining information about the needs and wants of WMU students related to health and wellness
- Inform WMU students about Health Center programs and services
- Serve as student leaders and provide a model for making healthy choices at WMU, including being identified as a Council member in photos posted in public and online.

Membership Duties:

- Become knowledgeable about health and wellness topics and the inner workings of a health clinic located on at a large public university.
- Willingness to develop knowledge and skills related to current and emerging health-related trends, including clinical, environmental, and preventative strategies and processes.
- Consider other points of view and communicate conscientiously.
- Foster positive relationships among Advisory Council Members.
- Complete appropriate training and evaluation activities as necessary.

Training

Council members will be required to attend initial and on-going training activities to provide them with important context for decisions being considered by the council. These activities might include but are not limited to:

- Certified Peer Education Training
- Tour of Sindecuse Health Center
- Orientation with individual department heads or key staff members
- Attending Health Center general meetings or departmental meetings as requested
- Trainings provided by individual departments (*for example: Health Promotion and Education might provide a brief overview of social norms theory or alcohol risk reduction strategies*)

Leadership

The Council is student-led and staff-facilitated. The leadership structure of the SHAC will consist of one president, one vice president, and one secretary. This structure can be amended as necessary, with the support of the SHAC members and Health Center leadership. Officers will be elected by the Council in April and begin their duties the following August.

Expectations of Student Health Advisory Council Leadership

- Responsible for meeting with the SHC advisor(s) on a weekly or bi-weekly basis.
- Responsible for leading SHAC meetings and maintaining contact with all SHAC student members.
- Responsible for taking meeting notes and sharing minutes with Advisory Council and SHC Leadership.
- Attend SHC Leadership Council meetings or departmental meetings, when invited, as deemed necessary and appropriate.

Expectations of Sindecuse Health Center Leadership:

- Attend Advisory Council meetings as necessary.
- Solicit Advisory Council input when planning changes or improvements to services.

- Consider and implement ideas suggested by the Advisory Council to improve student health and wellness, as Health Center resources allow.
- Respond to recommendations or requests in a timely manner.
- Provide expertise and support to Advisory Council research and exploration efforts.
- Provide future professionals with exposure to career opportunities available in a health care/health education facility.

Expectations of Advisory Council Advisor:

- Meet with Advisory Council leadership weekly or bi-weekly as needed.
- Attend Advisory Council meetings.
- Maintain contact with Advisory Council and respond to requests in a timely manner.
- Provide context to Advisory Council discussions and decisions.
- Provide Advisory Council members with the resources and connections needed to be successful.
- Provide expertise and support to Advisory Council research and exploration efforts.
- Provide future professionals with exposure to career opportunities available in a health care/health education facility.

Member Preferred Contact Information		
First Name	Last Name	
Local Address	City	Zip
Best Phone Number	Best Email	

By signing, I agree to the commitments of being an active member of the Sindecuse Health Center Student Health Advisory Council.

Member Signature Date