**AGENDA**

Date and Time of Meeting: August 31st, 2013. 1000 hrs

Location: HNES B27

1. **Call to order**
2. **Roll Call**
3. **Regrets**
4. **Confirmation of Minutes from July 29, 2013**
5. **Confirmation of Agenda**
6. **Announcements & Executive Report**
   1. Treasurer (Jesmila)
7. **Old Business**
   1. 2nd Entry Grad Party Update (Nikki)
   2. Scrubs and Stethoscopes Update (Jesmila / Shawna)
   3. Welcome Day Planning and Tabling Schedule (Ioana)
   4. Presidents Meeting Summary (Gerome / Ioana)
   5. FHS General Meeting Summary (Nhii)
   6. Valedictorian Update (Shawna)
   7. Yorkfest Tabling (Shawna)
   8. Pinning Ceremony Planning (Shawna)
8. **New Business**
   1. Constitution Change Discussion (Waleed)
9. **Date and Time of Next Meeting**
10. **Adjournment**

**MINUTES**

Date and Time of Meeting: August 31st, 2013. 1000 hrs

Location: HNES B27

1. **Call to order.**

This meeting was called to order at 1000, chaired by Waleed Khan.

1. **Roll Call:**

Waleed Khan, Shawna French, Jesmila Marusalin, Sara Carizares, Ioana Gheorghiu (Via Skype), Nikki Chen (via Skype).

1. **Regrets**

Catherine Cenkowski, Ana Golubovici, Gerome Dulalas, Monica Gola, Nhi Luu, Nelab Qarizada.

1. **Confirmation of Minutes from June 24, 2013**

Minutes confirmed.

1. **Confirmation of Agenda**

Agenda confirmed.

1. **Announcements & Executive Report**
   1. **Treasurer** (Jesmila)
      1. The bank letter has been received, but it still needs to go to the bank. Gerome and Waleed will go to the bank with Jesmila to transfer signatures. Jesmila will meet with Aishat to get the money to be deposited into the NSAY account. Stong College has been emailed for the money they owe us from last year, as well as for the upcoming year, however no response to Jesmila’s or Christian’s emails yet. Jesmila will go to them in person when school begins.
2. **Old Business**
   1. **2nd Entry Grad Party Update**

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| Time: 1010 | Presenter: Nikki |
| **Discussion:**  - Started looking for lounges in downtown area. Nikki has posted on graduating class’ Facebook group. Thinking of holding it the Saturday after graduation. Ioana and Gerome are helping with planning, but no sub-committee yet. Thinking of doing a dinner at a lounge. Consider contacting club promoters. | |
| **Conclusions:**   * Discussion cut short due to Skype issues, to be continued during next meeting. | |

* 1. **Scrubs and Stethoscopes Update**

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| Time: 1015 | Presenter: Jesmila and Shawna | | |
| **Discussion:**  - Rick is prepared for September 4th’s sales. He has scrubs sets and stethoscopes ready. We will have students order stethoscopes and place a bulk order. We will collect the money during Academic Orientation: $90 for standard scope, $145 for cardiology scope. Ask Rick to bring a sizing chart for the scrubs. Stong College is hoping to get screens for people to change behind. Not changing cardiology from $145 because we likely will not sell that many. Cash for stethoscopes (preferable) but can take credit. Will hold office hours on another day for people that want to order scrubs/scopes. | | | |
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| **Action Items:** | | **Person Responsible** | **Deadline** |
| 1. Find out what Rick needs (table, outlet, telephone connection for debit, ect). Ask him to bring a sizing chart. | | Jesmila | ASAP |
| 2. Find out what room we will set up in. | | Ioana | Prior to Sept 4, 2013 |

* 1. **Welcome Day Planning and Tabling Schedule**

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| Time: 1025 | Presenter: Ioana | | |
| **Discussion:**  - NSAY needs to be there from 915-1130, and 115-330 to mingle with students. 3 groups for each section. They are going to 3 different events. NSAY will be present for the “Meet and Mingle” section. NSAY will have a table. Ioana will finish the pamphlet today and post to approve on Facebook group. Sara will see if RNAO will offer a half off student deal for memberships. | | | |
| **Conclusions:**   * NSAY, CNSA, RNAO, and Mentorship members will be present at their respective tables. We can take shifts at these tables: * 830-12 shift: Jesmila * 12-4: Shawna, Nikki * Waleed will be here all day. Joana will be there all day for mentorship. * People will meet at 830 in NSAY * Contact Nhi re CNSA * Sara will rep RNAO * Poll will be created on Facebook for members not attending the meeting to select if/when they can help out at Orientation. | | | |
| **Action Items:** | | **Person Responsible** | **Deadline** |
| 1. Contact RNAO re: student membership deal and welcome package. | | Sara | Prior to Sept 4, 2013 |
| 2. Ask Nhi about CNSA | |  |  |

* 1. **Presidents Meeting Summary**

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| Time: 1040 | Presenter: Ioana |
| **Discussion:**  - Faculty of Health groups were present. Got names of 3 reliable clothing companies that have been used by other student groups.  - **General Meetings:** Every NSAY member is a FHSC member automatically (general meetings). General meetings will be held: Tuesday September 17th 2013@ 5:30pm, Tuesday October 8th 2013 @ 5:30pm, and Tuesday November 5th 2013 @ 5:30pm  -Meeting attendance is Waleed’s responsibility. Other members can attend in his stead.  -**Collaborations:**  o We will be tabling at the Welcome Back BBQ hosted by FHSC on September 10 or 11.  o We will be collaborating with the FHSC for the Meet on Greet on October 10.  o We will be providing organization information to the FHSC to help them have more varied  representatives for the Career Fair on March 6th.  o Other collaborations possible. | |

* 1. **YFS General Meeting Summary**

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| Time: 1050 | Presenter: Waleed |
| **Discussion:**  -NSAY had to attend this meeting for club ratification.  -Nhi represented NSAY. Discussion postponed until next meeting. | |

* 1. **Valedictorian Update**

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| Time: 1052 | Presenter: Waleed and Shawna | | |
| **Discussion:**  - 3 people were nominated as Valedictorian. Voting has taken place and is now closed. One of the three nominees has stepped down. The deadline for letters explaining why candidates believe they should be chosen as Valedictorian is Tuesday Sept 3. At least one has been received to date. - Next time valedictorian voting will be done through E-vote to ensure that people do not vote more than once. This means that for the second entry class we will need to submit for E-vote in April/May, as E-vote is student run and does not operate during the summer. It looks as though people voted multiple times. Voting results will not be released.  -Waleed will meet with Claire Malette to discuss Valedictorian selection in the near future. | | | |
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| **Action Items:** | | **Person Responsible** | **Deadline** |
| 1. Arrange meeting with Claire Malette for valedictorian discussion | | Waleed |  |

* 1. **Yorkfest Tabling**

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| Time: 1100 | Presenter: Shawna |
| **Discussion:**  - As discussed previously, the application has been submitted and accepted. NSAY will have a table on Wednesday September 18 for this event.  -Waleed can attend. | |

* 1. **Pinning Ceremony Planning**

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| Time: 1102 | Presenter: Shawna |
| **Discussion:**  - NSAY has been invited to a meeting to plan the pinning ceremony. It will be held on Tuesday Sept 3 from 12-1 in HNES 327. Faculty has asked for our input.  -Shawna will attend. | |

1. **New Business**
   1. **Constitution Change Discussion**

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| Time: 1103 | Presenter: Waleed |
| **Discussion:**  - Suggest things now, vote next meeting.  -**Change Voting Process:** Possibly change voting so that all elected positions have a vote? This may include or exclude appointed positions (this will need to be discussed). Consider the effect on quorum and our ability to hold meetings based on the number of people in attendance at each meeting.  -**Additional Positions:** Possibly add a Mentorship position and Practicum Committee position to NSAY members.  -**Additional Class Reps:** Possibly have 2 reps from each class. These 2 class reps could work together and count as one vote. | |
| **Conclusions:**   * We will post possible constitution changes to Facebook to have a discussion about them there. Voting will take place during the next meeting. | |

1. **Date and Time of Next Meeting**

Possibly: Sept 16 @ 1330. To be decided on Facebook due to new class schedule.

1. **Adjournment**

This meeting was adjourned @ 1111.

Moved by: Waleed

Seconded by: ALL