**Nursing Students’ Association of York**

**AGENDA**

Date and time of Meeting: June 24, 2013. 1430 hrs

Location: HNES B27

1. **Call to order**
2. **Roll Call**
3. **Regrets**
4. **Confirmation of Minutes from June 10, 2013**
5. **Confirmation of Agenda**
6. **Announcements & Executive Report**
   1. Welcome Previous Executive Team (Waleed)
   2. Treasure (Jesmila)
   3. CNSA Report
   4. RNAO Report (Sarah)
7. **Old Business**
   1. Grad Party Update (Gerome/Ana)
   2. SON Report (Anna)
   3. SCLD Meeting Rescheduling (Waleed)
   4. Scrubs and Stethoscopes update (Jesmila)
   5. Outreach report (Ana)
8. **New Business**
   1. Random act of Kindness Initiative (Gerome)
   2. Clothing sales committee (Ioana)
   3. Security of Finances (Waleed)
   4. Final questions for previous Executive Team (open)
9. **Date and Time of Next Meeting**
10. **Adjournment**

**Nursing Students’ Association of York**

**MINUTES**

Date and time of Meeting: June 24, 2013. 1430 hrs

Location: HNES B27

1. **Call to order**

This meeting was called to order at 1437, chaired by Waleed Khan.

1. **Roll Call**

Waleed Khan, Jesmila Marusalin, Shawna French, Ioana Gheorghiu (left at 1530), Sara Carizares Nikki Chen, Ana Golubovici, Nhi Luu, Gerome Dulalas. Previous NSAY Members in attendance: Valerie, Christian (via skype @ 1442)

1. **Regrets**

Nelab Qarizada, Catherine Cenkowski.

1. **Confirmation of Minutes from June 10, 2013**

Minutes confirmed. To be posted on website.

1. **Confirmation of Agenda**

Agenda confirmed.

1. **Announcements & Executive Report**
   1. Welcome Previous Executive Team (Waleed)

-Here to discuss decisions were made and why they were made. Also to share experiences and to answer questions.

* 1. Treasure (Jesmila)

-grad party – spent $282.50, $517 extra spent.. does not include gas. Roughly $41 or $81 over budget for grad party (depending on how much is refunded for gas).

-See Grad Party Updates.

-Transfer of signing still hasn’t occurred (need ratification first).

* 1. CNSA Report (Nhi)

-No updates at this time. Meeting planned soon.

-Still working on getting newsletter

* 1. RNAO Report (Sarah)

-No updates

1. **Old Business**
   1. Grad Party Update

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| Time: 1442 | Presenter: Ana/Gerome |
| Discussion:  -Successful party, nice venue, good music, good food, open bar (good, but they were watered down), good location, good venue for budget.  -Faculty members came.  -Should make plan for future grad parties in case people get rowdy/ too drunk (this was a problem).  -Ally will help out with planning next year.  -Most venues will ask for security (this venue was lenient and did not).  -There were 10 tables x 8 seats.. eventually filled 12 tables with door sales.  -Sit down serving. Salad, then pasta, then chicken/beef entrée with vegetables.  -Overall fun party.  -Party didn’t meet expectations. Later arrival, same with other planning members.  -Tickets were not collected at the door. Some people were sitting at tables still with tickets  -Budget: $142.66 short.. did not meet 100 people minimum. Could have just paid $20 per missing head (this option could have saved $500, and been a surplus of $400). This can be deducted from 2nd entry party in the fall. This was an avoidable mistake.  -$700 cash made at door. Has not been deposited yet.  -Account balance $2164.  -We are owed money from faculty of health student caucus. Have not heard back from email sent. Needs to be followed up. (wait until ratification)  -we are all learning, still experiencing things for the first time.  Re: Reimbursement for gas money:  -Gerome was working hard, driving around to make sure everything got done.  -Poses dilemma: What are we really reimbursing for? Problem justifying reimbursement from NSAY budget (belongs to students). All expenses should be included in the budget for the party. Mistakes happen, and arguments can be brought forward for why more money is needed than expected by the budget. The proposal should be brought forward by the committee because they might have things to add. A student offered personal money, which was declined because it was from their own personal finances.  -Discussion of reimbursement by kilometers, not by gas receipt. -We need an objective way to deal with reimbursement.  -Either way, the committee has no money. This money will need to be taken from the NSAY budget. Originally thought this would come from the surplus of the party. Only found out about the deficit today. -Does not want to proceed with motion because of the circumstances. Does not want to be reimbursed for gas.  -For future, gas and tokens should be included in budget.  -Some people don’t have cars, and sometimes they are needed. We should create a system for reimbursement for any event. This should be included in the event budget. There was not a system in place to track distance (example: take picture of distance before and after, google maps, need to account for heavy loads) . | |
| Conclusions:   * Include transportation costs in future party planning budgets. * Create system for transportation reimbursement. * Ensure that tickets are collected at the door next time. | |

Ratification   
-Submitted via email about 3 weeks ago. Received automatic reply, but has not been approved. YFS might be able to write a bank letter for BMO in order to do the bank transfer prior to ratification. This was done in person successfully last year.

* 1. SON Report

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| Time: 1511 | Presenter: Ana |
| Discussion:  -SON meeting held last Wednesday. NSAY told to come back at 930 due to teleconference prior to this time.  -talked about NCLEX that will be coming into effect, and how this will affect the curriculum to prepare students.  -Collab (York and Ryerson) have lowest scores (pass/fail) rate of all schools according to last year stats (68% pass). -Teleconference today to start evidence based research why this is happening, where these students are coming from (ESL, commuting/transportation to school taking away from studying). Georgian is higher ranked than Seneca. Believe that 40-50% are coming to the program from high school. Others are non-direct (ex: taking time off from school). These students might be having more problems.  -Will keep a tab on program length.  -Question: is teaching methods/ difference in professor approach making a difference? Ie “hand-holding”  -How is money/needing to work/having a family impacting this? Hopefully these answers will come out in the research.  -Conclusions from meeting: for classes over 50 people the school will give profs a TA. -York is collaborating with UHN to open opportunities for students. | |

* 1. SCLD Meeting Rescheduling

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| Time: 1324 | Presenter: Waleed |
| Discussion:  -Waleed and Ioana were going to go last Tuesday. Arrived late due to class, and were not allowed to attend.  -Will reschedule meeting for tomorrow, and skip class in order to go 10-12.  -Ana can go tomorrow. | |

* 1. Scrubs and Stethoscopes update

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| Time: 1324 | Presenter: Jesmila |
| Discussion:  -Emailed Lynne to meet up and discuss prior to deciding on vendors. | |

* 1. Outreach report

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| Time: 1325 | Presenter: Ana |
| Discussion:  -At SON meeting, talked about Judy Macdonald, advocate of LGBT issues and faculty. Wants to collaborate with NSAY for end of September for LGTB event.  -Wants to show a gen silent video and open up conversation. Want NSAY to promote event to students. Not taught about these issues in classes. One teacher skipped it in mental health. Contact information given, waiting on reply.  -There is an RNAO interest group on LGTB  -Met with FSHC and decided on collaborate on a social event for One Match (Nov 13 Wed). “Presidents Meeting” happening mid-July with all health faculties groups to meet and discuss the event.  -Meet/collaborate with group that did one match last year  -Funding can be increased from YFS because it is a school-wide event ($5 per head for people that go to the event. We need to apply in advance “events application”).  -Last year $50 was allocated into budget for pizza for volunteers.  -We could accept donations (jar) for bone marrow research.  -Need to rent tables in advance.  -Ana will plan and make budget. We are all here to help. Put together subcommittee/delegate.  -Feed the homeless last year, but considering light patrol this year which benefits marginalized youth. Contacted, but waiting to hear back. Possibly will be held in December (due to the cold, there might be more youth on the streets).  Social events FSHC -decided to collaborate on faculty meet & greet in October. Money for this needs to come from NSAY (need to create a budget).  -Want to do nursing BBQ in sept (FSHC is already doing a bbq..NSAY could join and make it bigger). Need to find a good location. Will plan more meetings with Nikki to plan.  -wellness week (possibly in January?) to promote health, healthy eating, activity. Maybe invite peer health groups, gym, FSHC.  -Career fair: want nurses there as current one is mostly psychology and physiology based.  -Pass on dates to Ioana to add to calendar.  -National students nursing week (last year Nov 12-18) (same as bone marrow week). CNSA sent buttons and electronic posters to promote nursing students and CNSA. Good idea to recognize nursing students. We could recognize a York student.  -Research working with dementia/alzheimer’s patients exposing them to music. Previously thought that with these clients there was little higher processing/ thought occurring. Music has been shown to “create a new person” in a sense. For example, when listening to music they become more talkative and responsive.  -Claire said we will hear about a faculty advisor tomorrow (ie day after SON meeting). We should send a follow up email to see if our advisor has been decided.  -Microwave: don’t buy it yet. At SON discussed that it needs to be York approved and purchased (ie specialty plus)  -Scrubs and Steth rep mentioned at SON. Logo will not be on the scrubs. Mobb is already aware that the uniforms will be navy only. Stick with Mobb because they donate to the university (ex $1200 for each pinning ceremony) | |
| Conclusions:   * Add event dates to NSAY calendar * Create sub-committees for events as needed. * Postpone purchasing a microwave for the nursing student lounge in HNES | |

1. **New Business**
   1. Random act of Kindness Initiative

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| Time: 1541 | Presenter: Gerome |
| Discussion:  -Idea is to do random small nice things like “free hugs” for students.  -Put together subcommittee for it.  -Will create good publicity for NSAY and catches people’s attention. -Health aid did similar thing “warm fuzzies notes”. -Idea: booth. Say something nice to a person wearing headphones who can’t see you  -Idea: ball pit, and random people go and talk to that person.  -Basically we can do things to induce a smile. It will also raise school spirit.  -Idea: line up tables. Similar concept to speed dating, but you just go and have a 1 minute conversation with a random person.  -Subcommittee: Gerome, Ana, Shawna, Nhi, Nikki | |

* 1. Clothing sales committee

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| Time: 1542 | Presenter: Sara |
| Discussion:   * Not pressing, but need to put names on board in back office so we know who to contact if others want to get involved. Start recruiting nursing students to help with designs. Can choose whether to get student input, or simply choose a couple of options. | |

* 1. Security of Finances

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| Time: 1549 | Presenter: Waleed |
| Discussion:   * Cash box not locked. Could easily get stolen by anyone that knows where the key is located. * Suggestion: a safe with a key. Jesmila will be responsible for the key. * Can get something with a combo built in (similar to on a briefcase). Probably will cost $30-50. Better option than having a key – could get lost, only one person can have it. * Regardless, anyone could walk away with a box. | |
| Conclusions:   * Investigate options, will discuss further at next meeting. | |

* 1. Final questions for previous Executive Team (open discussion)

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| Time: 1551 |  |
| Discussion:  -Voting: why was constitution written so that only execs have votes, not officers? Rationale: to minimize number of people to get motion to pass/ quorum. Only 50% of execs need to be present rather than 50% of everyone.  -suggestion: open voting to all nsay members present. Could make it informal agreement rather than changing the constitution.  -What can I expect to get out of this (putting in the hours, meeting staff)?  -Can put it on resume, and events. Important to have things to back it up (ie by logging hours) Often it is also recognized by the faculty. Those who were involved (not necessarily just being a member) were recognized. Example: awards received at pinning ceremony.  -Through NSAY you meet a lot of faculty/ dean of school.  -For some it is about doing it for yourself.  -Can include this in your professional portfolio (ex: show that you put in 400 volunteer hours) to show to your employer.  -Ex: Valerie got leadership award from Stong College  -Part of it is politics, can get some good references, get recommendations for awards.  - Christian re: YFS funding: Will forward list of when and how to apply for things to Jesmila. Events may or may not meet criteria for funding. | |

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

**Monday July 8 @ 430**

1. **Adjournment**

Meeting adjourned at ­­­­1604

Moved by: Waleed

Seconded by: Shawna

All in favour

**CARRIED**