**Nursing Students’ Association of York**

**AGENDA**

Date and time of Meeting: May 14th, 2013. 1600 hrs

Location: HNES B27

**1. Call to Order**

**2. Roll Call**

**3. Regrets**

**4. Announcement**

**5. Confirmation of Agenda**

**6. Introductions**

i. Review roles and responsibilities

**7. Unfinished (Old) Business**

1. Collaborative Grad Party update
2. Collaborative Pinning Ceremony update
3. CNSA Meeting update
4. NSAY Banner update

**8. New Business**

1. NSAY Registration
2. NSAY Website
3. YU Student Nurse Mentorship Program
4. Budget for Class representatives.
5. Teacher of the Year

**9. Executives’ reports**

**10. Date and time of Next Meeting**

**11. Adjournment**

**Nursing Students’ Association of York**

**MINUTES**

Date and time of Meeting: May 14th, 2013. 1600 hrs

Location: HNES B27

**1. Call to Order**

This meeting was called to order at 1615, chaired by Waleed Khan.

**2. Roll Call**

Waleed Khan, Gerome Dulalas, Jesmila Marusalin, Shawna French, Ioana Gheorghiu, Nikki Chen, Ana Golubovici, Sara Carizares, Nhi Luu, Nelab Qarizada, Catherine Cenkowski

**3. Regrets**

**4. Announcement**

**5. Confirmation of Agenda**

Previous agenda lost.

**6. Introductions**

i. Review Roles and Responsibilities

|  |  |  |  |
| --- | --- | --- | --- |
| Time: 1620 | Presenter: All | | |
| Discussion:  -Introduction of members  -Review roles and responsibility of each member | | | |
| Conclusions:  -Meetings to be conducted according to Robert’s Rules | | | |
| **Action Items:** | | **Person Responsible** | **Deadline** |
| 1. Review Constitution | | All | ASAP |

**7. Unfinished (Old) Business**

* + 1. Collaborative Grad Party Update

|  |  |
| --- | --- |
| Time: 1638 | Presenter: Waleed/Gerome |
| Discussion:  -Ticket sales not great  -Ticket cost: $65 each  -Venue is booked  -Full course meal, open bar  -Anyone is able to attend party although primarily dedicated to collaborative grads  -100 people must attend otherwise event cancelled and NSAY covers cost of deposits  -NSAY members asked to attend and/or help out during event if possible  -Could sell last minute tickets during June 11 pinning ceremony  -Issue: collabs not on campus at this time/studying for CRNE. Suggestion for next time: advertise grad party before IP begins | |

* + 1. Collaborative Pinning Ceremony Update

|  |  |
| --- | --- |
| Time: 1649 | Presenter: Gerome |
| Discussion:  -Music for pinning ceremony video: Jean Watson – “Meditations”  -Valedictorian and slide show video during ceremony  -Pinning Ceremony Committee is taking care of planning details  -First year for valedictorian. Discussion of criteria for nomination and selection process  -Difficulty collecting photos for video. Had to change format of video. Goal to avoid issue in future: photo collection throughout year at various events  -Outreach and making ties between Seneca and Georgian students | |

* + 1. CNSA Meeting update

|  |  |
| --- | --- |
| Time: 1654 | Presenter: Nhi |
| Discussion:  -Mugs: Issue with supplier. 100 bottles ordered, half of supply has rust. Supplier contacted emailed pictures, awaiting confirmation for refund. Still trying to sell remaining good mugs (13). Keep some good ones to allow students to exchange faulty product. Options for reimburse or exchange. Consider looking at a different supplier.  -CNSA buttons in office, can be handed out for promotion | |
| Conclusions:  -Hold off on mug sales until a good supply is obtained. | |

* + 1. NSAY Banner update

|  |  |  |  |
| --- | --- | --- | --- |
| Time: 1700 | Presenter: Jesmila | | |
| Discussion:  -New design is a photo collage with NSAY logo on top of it.  -Unable to get banner (needed 14 days to submit and print).  -Ratify club for 2013-14 then resubmit a banner  -Options: self-designed or designed by YSF. No cost for YFS to design.  -Can have one banner for free per year from YFS (6 feet by 3 feet)  -Discussion of general design and making NSAY logo more prominent (contrast/border) | | | |
| Conclusions:  -Deadline for new submission: must be after club registration  -In meantime work on general design to improve banner | | | |
| **Action Items:** | | **Person Responsible** | **Deadline** |
| 1. Modify design | | Jesmila |  |

**8. New Business**

NSAY Registration

|  |  |
| --- | --- |
| Time: 1707 | Presenter: Waleed |
| Discussion:  -Deadline to submit for renewal: September 30, 2013 | |
| Conclusions:  -No specific deadline set, but general goal to accomplish this over the next few weeks. | |

NSAY Website

|  |  |  |  |
| --- | --- | --- | --- |
| Time: 1709 | Presenter: Ioana | | |
| Discussion:  Issues with current site and updates (not user friendly)  Want to use NSAY website to have section for mentorship program to increase visitors  Discussion of new system/ completely separate website 🡪 is funding necessary? | | | |
| **Action Items:** | | **Person Responsible** | **Deadline** |
| 1. Contact YFS/ website administrators | | Joanna | Next meeting |

YU Student Nurse Mentorship Program

|  |  |  |  |
| --- | --- | --- | --- |
| Time: 1715 | Presenter: Ioana | | |
| Discussion:  -Meeting next week with director of Stong College (Tues)  -Asking for 500 from NSAY for funding for this program (can this be added to budget submitted to the college) to be included in YU SNMP project proposal  -Need summary of where money will be going, then this will be submitted as an event application  -Not a club by itself, therefore not applicable for YFS funding. This club falls under NSAY | | | |
| Conclusions:  500 will be listed as tentative funding  Tentative budget will be made  Project proposal will be emailed this weekend  Further discussion and voting postponed to next meeting | | | |
| **Action Items:** | | **Person Responsible** | **Deadline** |
| 1. Email project proposal | | Ioana |  |

Budget for Class Representatives

|  |  |
| --- | --- |
| Time: 1719 | Presenter: Waleed |
| Discussion:  -Each year a sum will be allotted to each class rep to be used for the class to try and bring the group together. This will help with future events and get support.  -Georgian/Seneca – 2 separate groups, also larger class size  -Small things go a long way to help with cohesiveness  -How will money be regulated: receipts, treasurers keeps track of receipts. Over amount will not be reimbursed.  -Example from last year: muffins for birthdays gave positive impression. Issues: birthday based on Facebook information, and students missed during holidays/weekends.  -There will be a total of 5 reps (6 if IEN elected) to receive funding  -Amendment: base the amount of money received on number of students per class  -Muffin idea worked with 2nd entry because of small group size, but may need to be modified for collab  -Idea: monthly birthdays: students register if they want their birthday recognized | |
| Conclusions:  -Postpone decision to next meeting when budget will be available | |

* + 1. Teacher of the Year

|  |  |
| --- | --- |
| Time: 1734 | Presenter: Waleed |
| Discussion:  -This is the first year for award, introduced by previous President  -There is a criteria and subcommittee  -Currently there are no nominations  -Change criteria? Get ToY committee to present?  -Suggestion: try to get advertisement out before IP begins, possible reason to not have any nominations. | |

1. Clothing

|  |  |
| --- | --- |
| Time: 1740 | Presenter: Gerome |
| Discussion:  -Sub committee for clothing design  -Idea: York most likely has supplier for clothing (ie sport), will it be possible to piggyback with them for suppliers, maybe benefit from discount? | |
| Conclusions:  Gerome: Committee Chair. Members: Nikki, Ioana, Nhi, Jesmila, Ana  Research new supplier | |

**9. Executives’ reports**

**10. Date and time of Next Meeting**

Monday May 27, 2013 @ 1630

**11. Adjournment**

Moved by: Waleed

Seconded by: Gerome

All in favour: 11 Opposed: 0 Abstained: 0

**CARRIED**

Meeting adjourned at 1756.