**NSAY Minutes**

Date and Time of Meeting: October 1st 2013 1730 hrs

Location: HNES B27

1. **Call to order**

This meeting was called to order at 1740, chaired by Waleed Khan.

1. **Roll Call**

Waleed Khan, Shawna French, Jesmila Marusalin, Ioana Gheorghiu, Nikki Chen, Ana Golubovici (via Skype), Gerome Dulalas, Monica Gola, Nhi Luu, Nelab Qarizada, Sara Carizares (left 1920), Claire Mallette (left 1820).

1. **Regrets**
2. **Confirmation of Minutes from September 17th 2013**

Confirmed.

1. **Confirmation of Agenda**

Confirmed.

1. **Announcements & Executive Report**
   1. **Introduction For Guest**

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| Time: 1740 | Presenter: |
| **Discussion:**  - Claire Mallette, Director School of Nursing.  -Here to support, help us succeed, and help us work within parameters.  -General Introductions. | |

* 1. **Faculty Recognition Award and Valedictorian**

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| Time: 1745 | Presenter: Waleed |
| **Discussion:**  -Pinning Ceremony is October 16 (9:30-11:30am).  - The Valedictorian has been chosen and informed: Valeris St-Denis.  -Faculty Recognition Award:  1. Lynne Hardwood Lunn: Recipient chosen by the 2nd Entry Graduating class. We should let her know in advance so she can arrange to be there and prepare a speech. A student has volunteered to speak about why she was chosen.  2. Anne Crozier: Recipient chosen by Collaborative Class of 2013. She could not attend the Pinning Ceremony in the Spring, so she will receive the award at this ceremony. Waleed will present the award to her. Waleed will email both and advise them of the approximate presentation time. | |
| **Conclusions/ To Do:**   * Waleed will email Lynne and Anne to confirm attendance. * Waleed will present the award to Anne on October 16th during the ceremony. | |

* 1. **LGBTQ Event Debrief**

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| Time: 1748 | Presenter: Ana |
| **Discussion:**  - Great turnout, inspirational, educational.  - Mostly social work students attended. Possible barriers to nursing students might have been: clinical placement day, people wanting to beat traffic and leave campus early. Ana may contact community profs about making a presentation in class. Possibly invite other professionals and LGBTQ community to get a sense of the LGBT experience with healthcare. At the event, mostly nurses (masters students and grads) spoke, but the event was tailored to social work students. | |

* 1. **Stong College Student Government Meeting Debrief**

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| Time: 1755 | Presenter: Shawna |
| **Discussion:**   1. There is a **referendum** being held to get more student space on campus. More information can be found at [www.vote4more.ca](http://www.vote4more.ca). 2. SCSG will be holding **bi-elections**. An email was sent out to all students affiliated with Stong College regarding the positions that are available, and application requirements. 3. **Master’s Office Welcoming Breakfast**: Will be held on Wed October 9 from 9-11am. SCSG will send out an email invite to all students. Breakfast will be free of charge, but students will be asked to RSVP for time slots to facilitate catering and make the event run smoothly. 4. **Clubs Funding**: According to the constitution, NSAY should receive $2000 as an affiliated and recognized club. We have already been notified that their funding was cut and they cannot contribute the amount that was promised. From sitting in on the meeting, I learned that their total budget for ALL groups is approximately $3000. They discussed whether it should be split equally, given in lump sums to each group, or on an as needed/ as requested basis. They awarded another group a lump sum of $500 for 2 events, and they cannot submit another funding request until January at the earliest. This decision took into account who else they had approached for funding, the amount they had received or have been promised by other funders, how successful the event was, how accessible to student/ Stong students/ campus wide.  * Consider some of this information when submitting an NSAY proposal for funding | |
| **Conclusions/ To Do:**   * Jesmila will get get clarification from Stong about the funding. Contact person: Leslie Begherman (Master). * Forward SCSG meeting dates to Jesmila. * Jesmila will send post event funding for LGBT. | |

**Volunteer Request** (Inserted Item into Agenda):

Lynne is looking for 3-4 students to help set up for labs Mon-Wed-Fri beginning Oct 15 for approximately 1-2 hours per week. She suggested 1st year students, and will offer them volunteer hours. It would look good on a CV, and she will work around student schedules.

**Conclusions/ To Do:**

Monica will make an announcement. Waleed will post this email request to Facebook page, and follow up with Lynne. Maybe she can write a blurb that we will post.

1. **Old Business**
   1. **Scrubs and Stethoscope Training**

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| Time: 1827 | Presenter: Shawna |
| **Discussion:**  **-** We are no longer selling (last day was Sept 20).  -Scrubs are organized in the back office in boxes according to the student’s first name.  -When handing out scrubs they need to show their student card. Find their name on the Mobb tracking sheet and cross it out (it might be easier to ask what day they bought them to minimize the amount of searching you will have to do).  - A tracking sheet has been made for people requesting refunds or exchanges. Fill out all of the boxes. The refund/exchange criteria are at the top of the sheet (basically must be in resellable condition and have their receipt).  -Scrubs to go back to Rick for an exchange or refund go in the box on top of the filing cabinet labelled “scrubs to be refunded/exchanged”. **Do not remove them from the box, or offer to exchange sizes for students from this box.**  -Overall, we are wasting a lot of time and causing ourselves headaches due to refunds/exchange requests. We are not making a profit on these, so it is free labour for him. Next year can Rick deal with these? Maybe we can give students his business card?  -It would be unfair to stop organizing refunds and exchanges now. We have helped some students with this, and some students haven’t even received their scrubs yet.  - To make things smoother for next year, Ioana could collect data (units sold, number of items in each size, ect) so Rick has more stock at orientation and more students receive their scrubs that day.  -Can stethoscopes be refunded? Is there a possible hygiene issue if we do this? | |
| **Conclusions/ To Do:**   * Ioana to collect data? * Email Rick whether refunds for stethoscopes will be possible. * Lets say that once stethoscopes leave our possession, refunds are not allowed. | |

* 1. **CNSA Report**

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| Time: 1840 | Presenter: Nhi |
| **Discussion:**  - **CIBC Run for the Cure (Oct 6):** 14 members have signed up for the run. Currently they are only $55 short of their goal. She will be making class announcements. Members can still join until the day of the event.  -Has interviewed for the 1st year 2nd entry **Associate Delegate position**. This is a 2 year commitment, and this person will fill in Nhi’s position for next year. They will also be attending the CNSA Regional Conference.  -**Regional Conference**: 6 students will be attending. Currently they are trying to figure out the best way to fund it.  -Jesmila will update Nhi on the CNSA funds to be returned from NSAY (from mug sales).  -ONA spoke to students in class and dropped off SWAG, and the most recent newsletter. We can give these out to students. Let’s throw out the old newsletter.  -Considering holding a bake sale to raise money. The tabling application is done through SCLD, and there is a separate application for food items. | |

* 1. **Mentorship Program Update**

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| Time: 1845 | Presenter: Ioana |
| **Discussion:**  - The Mentorship Program is looking for incoming students for certain positions. Can they partner with the NSAY bi-elections on E-vote?  -Looking for class reps, and Chair Elect to take over Chair position next year. | |
| **Conclusions/ To Do:**   * Ioana will write the position descriptions to be sent to students in the voting package | |

* 1. **Grad Party Planning**

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| Time: 1850 | Presenter: Nikki |
| **Discussion:**  - An event page was made on Facebook. 27 RSVPs, but this is still not enough since we may lose money. The target number is 50 or more.  -A reservation/lounge for a restaurant has been made. We need to let them know if a fixed menu, buffet, or entre menu selection is preferred (different costs associated to each of these).  -This party will be after grad Friday night (October 18). Need time for advertising/promotion.  -Appetizer, finger food, bottle service, and mingle. Offer these as freebies, and if you want more they can pay for this themselves. Lets do an RSVP system.  -The venue is accessible to outside patrons. | |
| **Conclusions/ To Do:**   * Continue this discussion on Facebook * Waleed to add Nikki to 2nd entry FB group * Contact resetaurant: How many people will they let us invite (for RSVPs), and is outside food allowed? **Deadline is Sunday October 6th to contact them.** | |

* 1. **Faculty Meet and Greet**

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| Time: 1805 | Presenter: Ana |
| **Discussion:**  - Claire has not yet received her invite from FHSC.  -This event will be held Oct 17 530-830pm. There will be a general panel where Claire would speak, then free dinner and networking, then nursing specific panels. The deadline for professors to reply is Oct 7, with a goal of having 3-6 profs at the pannel. We are hoping to have new grads invited (Samantha Chin, Sara Di Capo, Rebecca).  -Nursing Panel: Located in Sylvestre’s room in Stong, the general panel will occur in the dining room.  -Last year students stayed until 930 asking nursing professors questions.  -There will be raffle prizes.  -Stong is asking for swag donations to be put into one basket that one person will win. There will also be smaller prizes like gift cards.  -We will need lots of volunteers (send out email soon to students). Advertising can happen through profs announcing in class, word of mouth, mass emails, social media page, digital poster to Facebook, classroom announcements.  -An announcement can be made to collab 3rd year 830-1130 on Thursday.  -Doors open at 5, each student group can have a table.  -FHSC will advertise with posters on campus. Professors can advertise to their students.  -There will be a live twitter feed for students to to submit questions.  -Budget: FHSC covering ~50% of event. Approximate costs: Food budget 800, rent stage/ projector/ mics, asking clubs to contribute as much as they can but no fixed cost. 🡪Jesmila to contact treasurer of FHSC. We are still waiting for $100 reimbursement from FHSC. Projectors on campus free.  -Can we invite 2nd entry alumina? Lets invite 2 (Valerie?.. post on their FB page) | |
| **Conclusions/ To Do:**   * Contact Nursing Grads for Graduate Panel. * Collect swag donations. * Advertise. * Jesmila to contact FHSC Treasurer. | |

* 1. **Constitution Amendments**

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| Time: 1907 | Presenter: Waleed |
| **Discussion:**  (note, Motions and Amendments are located as an Appendix)  1. Mentor: important to have them here and work together.  2. Want the President to be involved, but this is unnecessary.  3. This is a simple typo.  4. 2 reps: to get more student involvement, and they can get involved with NSAY in following year as Executives.  5. Two 1st years, do we need to specify? Their school life is much different than ours. New students come in January. We need to outline what the commitment will be, what their roles and responsibilities will be, and make it attractive to them (volunteer hours, resume, leadership skills).  6. Amend “chair” to “representative”.  7. Amend “chair” to “representative”.  8. Amend “chair” to “representative”.  9. Amend “YU Connect” to E-vote.  10. The Mentorship program will choose who is elected as their representative to NSAY.  -all of these motions will take effect after this meeting. | |

**Motion 1**: Proposed by Waleed Khan, Seconded by Shawna French. Votes For: 6, Votes Against: 0, Votes Abstained: 1. **Motion Passed.**

**Motion 2**: Proposed by Waleed Khan, Seconded by Ioana Gheorghiu. Votes For: 6, Votes Against: 0, Votes Abstained: 1. **Motion Passed.**

**Motion 3**: Proposed by Waleed Khan, Seconded by Shawna French. Votes For: 6, Votes Against: 0, Votes Abstained: 1. **Motion Passed.**

**Motion 4**: Proposed by Waleed Khan, Seconded by Jesmila Merusalin. Votes For: 5, Votes Against: 1, Votes Abstained: 1. **Motion Passed.**

**Motion 5 (amended)**: Proposed by Waleed Khan, Seconded by Jesmila Marusalin. Votes For: 4, Votes Against: 1, Votes Abstained: 2. **Motion Passed.**

**Motion 6 (amended)**: Proposed by Ioana Gheorghiu, Seconded by Jesmila Marusalin. Votes For: 6, Votes Against: 0, Votes Abstained: 1. **Motion Passed.**

**Motion 7 (amended)**: Proposed by Waleed Khan, Seconded by Jesmila Marusalin. Votes For: 6, Votes Against: 0, Votes Abstained: 1. **Motion Passed.**

**Motion 8 (amended)**: Proposed by Ioana Gheorghiu, Seconded by Nhi Luu. Votes For: 6, Votes Against: 0, Votes Abstained: 1. **Motion Passed.**

**Motion 9**: Proposed by Waleed Khan, Seconded by Shawna French. Votes For: 6, Votes Against: 0, Votes Abstained: 1. **Motion Passed.**

**Motion 10 (amended)**: Proposed by Waleed Khan, Seconded by Gerome Dulalas. Votes For: 6, Votes Against: 0, Votes Abstained: 1. **Motion Passed.**

1. **Clothing Sales**

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| Time: 1935 | Presenter: Gerome |
| **Discussion:**  - We received a price quote from Guildan brand. This is the same brand as last year, but a different supplier and cheaper price (last year $8 per tee), this year costs (t-shirts: $5-6 for white, $6-7 dark colours, hoodies: white $17-18, dark $18-20).  -4th year student found the deal. Gerome will post the price quotes. Need to decide 1 or 2 colour.. only $1 difference.  -Last year NSAY charged $10 for t-shirts and $40 for sweaters  -The clothing committee needs to decide whether designs will be printed or appliqué.  -We need to decide on designs. YFS will do 1 design at a time (free). Nhi to post these on FB.  -I heart nursing good seller.  -Gerome will meet with the supplier.  - Suggestion: different colours: not white, red and black (York colours).  -We want to make clothing sales announcement at the same times as bi-elections.  -We will have samples of the designs and sizes for students to try on. | |
| **Conclusion:**   * Gerome will post clothing information to Facebook. * Nhi will post designs to Facebook. * Gerome will meet with the supplier before we order from them. * We will have sample items available for students to view and try on. | |

1. **New Business**
   1. **Weekly Office Hours**

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| Time: 1945 | Presenter: Ioana |
| **Discussion:**  - Regular weekly hours would be nice and more convenient for students.  -This could prove difficult because things come up, and some members cannot commit to holding these weekly.  -We don’t want to waste our time.  -Can we have office hour buddies? That way it gives people a chance to work it out between them and their partner. Only one person needs to be here for that time. | |
| **Conclusion:**   * See google doc and sign up for hours. Find an office hours buddy where possible. | |

* 1. **New Class Representatives Election**

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| Time: 1950 | Presenter: Waleed |
| **Discussion:**  - Elections will be run like last year: students will submit their name and statement why they are running for the position.  -Voting will be set up through E-vote.  -Campaigning will run for 1 week, Evoting runs for 3 days.  -We will send a mass email Tuesday (bi-elections, CNSA, other announcements ect). Mail Chimp or another program can be used to make it look like a newsletter.  -Nursing student week in November. | |

* 1. **Trillium Gift of Life**

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| Time: 1955 | Presenter: Shawna |
| **Discussion:**  - 1. TPH: We received an email asking whether we would be interested in having public health do a workshop or event for York Nursing students.  -2. Trillium Gift of Life: We received an email asking if nursing students would be interested in learning about tissue donation.  -3. Pediatric Assessment workshop from Sick Kids (Gerome): There has been student interest in this, but the workshops have filled up quickly. Lets contact them to see if more spaces can be opened up, or have one specific to York Nursing Students.  -These events/ workshops could take place during nursing student week (November). | |
| **Conclusions/ To Do:**   * Shawna to reply to TPH and Trillium emails. * Gerome to contact Sick Kids re: Pediatric assessment workshop. | |

* 1. **Use of NSAY Office**

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| Time: 1957 | Presenter: Ioana |
| **Discussion:**  - This discussion will be moved to our Facebook page. | |

* 1. **Practicum Committee**

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| Time: 1958 | Presenter: Ioana |
| **Discussion:**  - The committee wants a to have a collaborative representative (open to all students). This position will be included with election info going out. | |

**\*\*\*There will be an RNAO meeting on Monday October 7 @ 5pm next week in the NSAY office. \*\*\***

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

Tuesday, October 15 @ 1730.

1. **Adjournment**

This meeting was adjourned at 2003. Motioned by Waleed Khan, Seconded by Shawna French, Approved by ALL.

**Appendix A:**

NSAY Motions

**Motion 1** - to add

6.2.8 New Student Transition Planning Committee (YU Student Nurse Mentorship Program) Representative

Proposed by Waleed Khan, Seconded by Shawna French. Votes For: 6, Votes Against: 0, Votes Abstained: 1. **Motion Passed.**

**Motion 2** - to amend   
  
7.1.5 The President is required to be an active member of Faculty of Health Student Caucus (FHSC) and join at least one FHSC subcommittee.  
  
To   
  
7.1.5 The President is required to be an active member of Faculty of Health Student Caucus (FHSC).

Proposed by Waleed Khan, Seconded by Ioana Gheorghiu. Votes For: 6, Votes Against: 0, Votes Abstained: 1. **Motion Passed.**

**Motion 3** - to amend typo   
  
7.5.2 The Social Coordinator shall plan events that may be centered on creating a sense of camaraderie between the nursing students, or between the nursing students and faculty.7  
  
To   
  
7.5.2 The Social Coordinator shall plan events that may be centered on creating a sense of camaraderie between the nursing students, or between the nursing students and faculty.

Proposed by Waleed Khan, Seconded by Shawna French. Votes For: 6, Votes Against: 0, Votes Abstained: 1. **Motion Passed.**

**Motion 4** - to amend   
  
6.2.1 First Year 2nd degree Entry Representative  
  
To   
  
6.2.1 Two First Year 2nd degree Entry Representatives

Proposed by Waleed Khan, Seconded by Jesmila Merusalin. Votes For: 5, Votes Against: 1, Votes Abstained: 1. **Motion Passed.**

**Motion 5** - to amend   
  
6.2.5 IEN Representative  
  
To   
  
6.2.5 Two IEN Representatives

(Amendment) To

6.2.5 Two IEN Representatives (First or Second Year)

Proposed by Waleed Khan, Seconded by Jesmila Marusalin. Votes For: 4, Votes Against: 1, Votes Abstained: 2. **Motion Passed.**

**Motion 6** - to amend (contingent on passing of motion 4)  
  
7.8.1 First Year 2nd Degree Entry Representative  
The First Year 2nd Degree Entry Chair will represent the 2nd Degree Entry Nursing Students at NSAY meetings and events. They will have the responsibility of bringing forth any issues affecting the students, and relay information to students by classroom announcements.  
  
To   
  
7.8.1 First Year 2nd Degree Entry Representatives  
One or both First Year 2nd Degree Entry Chairs will represent the 2nd Degree Entry Nursing Students at NSAY meetings and events. They will have the responsibility of bringing forth any issues affecting the students, and relay information to students by classroom announcements.

(Amendment) To

7.8.1 First Year 2nd Degree Entry Representatives  
One or both First Year 2nd Degree Entry Representatives will represent the 2nd Degree Entry Nursing Students at NSAY meetings and events. They will have the responsibility of bringing forth any issues affecting the students, and relay information to students by classroom announcements.

Proposed by Ioana Gheorghiu, Seconded by Jesmila Marusalin. Votes For: 6, Votes Against: 0, Votes Abstained: 1. **Motion Passed.**

**Motion 7** - to amend  
  
7.8.3 3rd Year Collaborative Program Representative  
The Collaborative Program Chair will represent the Collaborative Program Nursing Students at NSAY meetings and events. They will have the responsibility of bringing forth any issues affecting the students, and relay information to students by classroom announcements.  
  
To   
  
7.8.3 3rd Year Collaborative Program Representatives  
One or both Collaborative Program Chairs will represent the Collaborative Program Nursing Students at NSAY meetings and events. They will have the responsibility of bringing forth any issues affecting the students, and relay information to students by classroom announcements.

(Amendment) To

7.8.3 3rd Year Collaborative Program Representatives  
One or both Collaborative Program Representatives will represent the Collaborative Program Nursing Students at NSAY meetings and events. They will have the responsibility of bringing forth any issues affecting the students, and relay information to students by classroom announcements.

Proposed by Waleed Khan, Seconded by Jesmila Marusalin. Votes For: 6, Votes Against: 0, Votes Abstained: 1. **Motion Passed.**

**Motion 8** - to amend (contingent on motion 5)  
  
7.8.5 Internationally Educated Nurses (IEN) Representative  
The Chair of Internationally Educated Nurses will represent the Internationally Educated Nursing Students at NSAY meetings and events. They will have the responsibility of bringing forth any issues affecting the students, and relay information to students by classroom announcements.  
  
To   
  
7.8.5 Internationally Educated Nurses (IEN) Representatives   
One of both Chairs of Internationally Educated Nurses will represent the Internationally Educated Nursing Students at NSAY meetings and events. They will have the responsibility of bringing forth any issues affecting the students, and relay information to students by classroom announcements.

(Amendment) To

7.8.5 Internationally Educated Nurses (IEN) Representatives   
One of both Representatives of Internationally Educated Nurses will represent the Internationally Educated Nursing Students at NSAY meetings and events. They will have the responsibility of bringing forth any issues affecting the students, and relay information to students by classroom

announcements.

Proposed by Ioana Gheorghiu, Seconded by Nhi Luu. Votes For: 6, Votes Against: 0, Votes Abstained: 1. **Motion Passed.**

**Motion 9** - to amend  
  
8.3.4 Votes shall tabulated on YU connect. The CEO will retrieve the results and present them to all the candidates prior to informing the student body.  
  
To   
  
8.3.4 Votes shall be tabulated on eVote.yorku.ca . The CEO will retrieve the results and present them to all the candidates prior to informing the student body.

Proposed by Waleed Khan, Seconded by Shawna French. Votes For: 6, Votes Against: 0, Votes Abstained: 1. **Motion Passed.**

**Motion 10** – to add (contingent on motion 1)

7.8.8 New Student Transition Planning Committee (YU Student Nurse Mentorship Program) Representative. The YU Student Nurse Mentorship Program Representative will be chosen from the New Student Transition Planning Committee by its members. This representative will be responsible for attending NSAY meetings and providing monthly updates about the program (time of report as agreed on by the representative and the NSAY executives), as well as budget use, to the NSAY executive members.

(Amendment) To

7.8.8 New Student Transition Planning Committee (YU Student Nurse Mentorship Program) Representative. The YU Student Nurse Mentorship Program Representative will be chosen from the New Student Transition Planning Committee by its members. This representative will be responsible for attending NSAY meetings and providing monthly updates about the program (time of report as agreed on by the representative and the NSAY executives), as well as budget use, to the NSAY executive members.

Proposed by Waleed Khan, Seconded by Gerome Dulalas. Votes For: 6, Votes Against: 0, Votes Abstained: 1. **Motion Passed.**