**MINTUES**

Date and time of Meeting: October 15th 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, Jesmila, Shawna, Nhi, Sara (left at 1830), Ekta, Ana (via Skype), Ioana, Nikki

1. **Regrets**

Gerome, Nelab, Monica

1. **Confirmation of Minutes from October 1st 2013**
2. **Confirmation of Agenda**
3. **Announcements & Executive Report**
   1. Introductions

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| Time: | Presenter: Waleed/Ekta/Heather |
| **Discussion:**  - Ekta Chopra, YU Mentorship liaison and representative.  -Heather, 1st year 2nd entry nursing, Associate Delegate for CNSA | |

* 1. Allegations of Wrongdoing and Disciplinary Action

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| Time: | Presenter: Waleed |
| **Discussion:**  - postponed to later in the meeting to allow for members to arrive.  - Private meeting item as per passed motion. Minutes of this item will be submitted separately to NSAY members and are confidential. | |
| **Motions:**   * I want to pass a motion that meeting minutes in regard to this topic be kept private, as well as statements written by peers. Proposed by Shawna, seconded by Waleed. 4 in favour, 1 abstain. **Motion Passes**. * I want to pass a motion that all members in attendance have a vote on this matter. Proposed by Waleed, seconded by Jesmila. ALL in favour. **Motion Passes.** | |

* 1. Stethoscope update and Training

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| Time: | Presenter: Shawna |
| **Discussion:**  - postponed to later in the meeting to allow for members to arrive.  - Issue with stethoscopes being tracked. Currently there is at least 1 cardiology stethoscope missing, and at least 1 wrong colour has been handed out. It is very important to carefully check the COLOUR and STYLE of the stethoscope when handing them out. Students should be presenting their student card and receipt when they pick these up. They need to be highlighted on the excel sheet, and the original order (with receipt stapled to it, if applicable) are to be placed in the “Picked Up Stethoscopes” folder. Instructions are posted on the outside of this folder.  -Cardiology scopes can no longer be ordered at the promotional price  -Remember to remind students that for hygienic reasons, scopes cannot be exchanged or refunded.  -If you are unsure about anything, please ask! | |

1. **Old Business**
   1. RNAO Update

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| Time: 1745 | Presenter: Sara |
| **Discussion:**  - Meet and Greet RNAO session - one person attended. Will start a subcommittee with members who have confirmed verbally  -For members who want to be part of RNAO, forward these inquiries to Sara | |

* 1. YUSNMP

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| Time: 1747 | Presenter: Ekta |
| **Discussion:**  - Holding a workshop: there was no room available for original date Oct 29. Room needs to have a projector.  -Suggestion: HNES computer lab has a projector  -donations (gift items) are being collected from organizations to be given to speakers participating in workshops.  -There is a formal letter from faculty (Karen Page-Cultrara), NSAY can use this letter if needed to approach people for donations. | |

* 1. Scrubs and Stethoscope update

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| Time: 1856 | Presenter: Shawna |
| **Discussion:**  - postponed to later in the meeting to allow for members to arrive.  -For stethoscopes, see above  -All scrub orders including exchanges are in the office. Please continue checking student ID when students pick up orders, and crossing names off the order sheets.  -Students are still able to exchange/refund scrubs if needed. Fill out the Refund/Exchange form in the Scrubs orders file. | |

* 1. CNSA Report

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| Time: 1752 | Presenter: Nhi |
| **Discussion:**  - Planning a Halloween Flash Mobb/Bake Sale (HNES 3rd Floor), and Vari Hall to promote CNSA and nursing (Oct 29). Flashmob will be a dance to Thriller (Michael Jackson). One person will film this and another person will do a rap. One flash mob per building, and have bake sale items there for the crowd.  -Want to hold a bakesale at the same time. We can also do popcorn and cotton candy machines from YFS.  -communication and organization of the event will be done online (Facebook) | |
| **Conclusions/ To Do:**   * Shawna and Jesmila will bake something * Ekta will book the cotton candy and popcorn machines | |

* 1. Grad Party Planning

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| Time: | Presenter: Nikki |
| **Discussion:**  - postponed until later in the meeting to allow for members to arrive.  -$300 deposit made today to the venue  -ticketing system will be set up for students to purchase tickets online  -Waleed could hand out flyers at pinning ceremony? Problem: YFS printing opens at 10am, Pinning begins earlier than this.  -Event will be 5-7pm Oct 26th, restaurant is having a Halloween party afterwards  -final numbers need to be in next Wednesday  -tickets $25 each | |

* 1. Faculty Meet and Great
     1. Who is attending?

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| Time: 1803 | Presenter: Ana |
| **Discussion:**  -This Thursday  -Profs: Monica, Claire, Lynne will be attending  -New grads: Jennifer Arthur (collab grad from last year – may attend for the specific panel), one grad was interested in attending (may participate as grad, or just there to network). One student may send a list of dos and donts for new grads (can read to students). Marina will be contacted to see if she can come.  -other clubs are doing an icebreaker first. Shawna send email to professors to introduce themselves, how they got to their current position, their interest in nursing, and how things have changed  -have students write down their questions, or they can raise their hands to ask questions. May direct their questions to specific profs  -meet at Stong at 4pm to set up. At 5pm, clubs should be at tables to promote them, how students can get involved.  -Need to have our banner there  -Raffle Prizes: extra NSAY bottle, ONA lanyard, buttons, old model WHO items (tote bag and book), Health and Wellness tshirt, ect  -continue to promote the event  -Re budget: sent an email about the cheques that we are looking for from FHSC. These could counter the $125 being requested for the event | |
| **Conclusions/ To Do:**   * Shawna will come after clinical, Gerome will come after clinical * Ekta will get message to YU Mentorship * Ekta will get some York U bags * Set all items aside | |

* 1. International Nursing Students Trip

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| Time: 1816 | Presenter: Ana |
| **Discussion:**  - Deadline to apply passed (Thursday last week at 1159pm)  -6 spots open for people to attend.  -Some students were discouraged from applying due to the GPA requirements. The 6 that have been received will be going, and 6 more are open. Ana will look into how other students can apply to go that do not meet GPA requirements (want to make sure that they are competent).  -Monica will be the one to look at transcripts. Interviews will be held between Ana and Monica. | |

* 1. Pinning ceremony
     1. Who is attending?

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| Time: 1820 | Presenter: Waleed |
| **Discussion:**  - Tomorrow!  -Waleed will be attending  -Sara will present the Faculty award to Lynne, Waleed will present the award to Anne | |

* 1. Clothing Designs Posted – Next Steps

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| Time: | Presenter: Waleed |
| **Discussion:**  - Designs are posted on Facebook, sample clothing is in the back office. | |

1. **New Business**
   1. **Elections**

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| Time: | Presenter: Waleed |
| **Discussion:**  - Google doc was posted. Would like email sent out today. All positions are on there.  -Alfredo will be our CEO. We will put his email in the newsletter and reply to him  -This week will be sending out the newsletter, Sunday will be the deadline for students to submit their names. Alfredo will have 2 days to fill in the Evote form, and will approve the voting page. 20-26 and meet with be CEO talking to nominee. Campaigning and voting will be Oct 28-Nov 1, voting the following Monday and Tuesday  -these date will be suggested to Alfredo, and he will make final decisions on the deadlines, campaigning and voting dates. | |
| **Conclusions/ To Do:**   * Everyone go on to edit the newsletter | |

* 1. YFS Clubs Meeting Mandatory
     1. Who can attend **Thursday October 17th- 2:30 pm**in the**Price Family Cinema,** Accolade East Building, Room 102 - Main Floor

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| Time: 1830 | Presenter: Waleed |
| **Discussion:**  - Who can attend this **mandatory** meeting?  -Post on facebook to see who can go | |

* 1. OneMatch update

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| Time: 1832 | Presenter: Ana |
| **Discussion:**  - Tabling form sent in for Nov 13, for tables and spot. The TUUS Reply said: your Permit has been uploaded, but we can only give you 4 tables for central square event on that day.  -Will need to change the event date to later in November. Will need to meet personally with people to reserve the Bear Pit and tables. Central Square will not be sufficient.  -Trying to have a multi station in central square manned by 2 people?  -contacting different ethnic clubs to try to get them to promote it to their students. They will distribute this information  -next week, email will be sent out to get volunteers (nursing and kin students, 20-30 volunteers)  -may need insurance for the event (One match contact has it ready just in case)  -educational and awareness days the week before (tabling), this week volunteers will be trained too, info will be on a facebook event page.  -weeks that blood donor clinics come, we can have one table to get swabbed the same day. Only would need 3-4 volunteers for these days. | |

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

Oct 29 Tuesday 5:30

1. **Adjournment**

This meeting was adjourned at 1927. Proposed by Jesmila, seconded by ana, ALL in favour.