**AGENDA**

Date and time of Meeting: September 17th 2013 1730 hrs

Location: HNES B27

1. **Call to order**
2. **Roll Call**
3. **Regrets**
4. **Confirmation of Minutes from August 31st 2013**
5. **Confirmation of Agenda**
6. **Announcements & Executive Report**
	1. Volunteer Hours (Waleed)
	2. Treasurer Report (Jesmila)
	3. Scrubs and Stethoscope Update (Shawna)
	4. SON Meeting (Gerome / Waleed)
7. **Old Business**
	1. CNSA Report (Nhi)
	2. Mentorship Program Update (Ioana)
	3. Meeting with Claire and Tom (Jesmila)
	4. Grad Party Planning
8. **New Business**
	1. Random Acts of Kindness (Gerome / Nhi)
	2. LGTBQ Event (Ana)
	3. Faculty Meet and Greet (Ana)
	4. York Fest (Waleed)
	5. Constitution Change Discussion (Waleed)
	6. New Class Representatives Election (Waleed)
	7. Office Supplies (Shawna)
9. **Date and Time of Next Meeting**
10. **Adjournment**

 **MINUTES**

Date and time of Meeting: September 17th 2013 1730 hrs

Location: HNES B27

1. **Call to order**

 This meeting was called to order at 1730, chaired by Waleed Khan.

1. **Roll Call**

 Shawna, Nelab, Nhi, Gerome, Ioana, Waleed, Jesmila, Ana (via Skype), Sara (via Skype), Monica (arrived 5:39).

1. **Regrets**

 Nikki.

1. **Confirmation of Minutes from August 31st 2013**

 Confirmed.

1. **Confirmation of Agenda**

 Confirmed.

1. **Announcements & Executive Report**
	1. **Volunteer Hours** (Waleed)

-Anyone that helps with NSAY can get volunteer hours.

-Can we make a volunteer certificate for people to put in their portfolio? Should there be a minimum number of volunteer hours? Lets discuss on Facebook.

* 1. **Treasurer Report** (Jesmila)

-Our bank letter was handed in, and account transfer has occurred.

-Our account is at $12673 including stethoscope and scrub sales. After our costs are covered we will be left with around $2000.

-We can apply for $100 funding from YFS.

-We can apply for funding from Stong College Student Government for event funding. We will submit receipts from the October grad party to them.

* 1. **Scrubs and Stethoscope Update** (Shawna)

-Sales are going well so far. We have sold over 100 units, which has brought in just under $900 for NSAY.

-Scrubs ordered at orientation are in the back office and organized according to which sheet the student’s name is on.

-The estimated date of arrival for stethoscopes is the last week of September.

-The last day for sales for both will be September 20.

* 1. **SON Meeting** (Waleed)

-During the meeting NSAY updated them on LGBTQ event/lecture. He asked about getting time off from class/clinical for the event. It is up to clinical course director (CCD) and course director if students can miss time. Claire was against missing clinical time or having these allocated towards clinical hours because there could be concerns about students abusing missing clinical time.

-Advised SON about Faculty Meet and Greet (in October) – mingling event.

1. **Old Business**
	1. **CNSA Report**

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| Time: 1752 | Presenter: Nhi |
| **Discussion:*** Conference information booklet posted to NSAY exec Facebook group (national and regional conferences). Costs: about $300 for registration and travel. SON providing some funding.
* Oct 22-25 in Sault St. Marie. Deadlines for registration are in the booklet along with registration costs. Funding will be evenly distributed among all students going. Students were told “some” of the cost will be subsidized.
* Advertised through social media and emails, talked about at orientation and FHSC BBQ.
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| **Conclusions:*** Post conference information and poster to individual Facebook Groups.
* Post the poster outside the NSAY office on bulletin board, and one inside office.
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* 1. **Mentorship Program Update**

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| Time: 1802 | Presenter: Ioana |
| **Discussion:**- Ioana is now the “Project Manager”, and program execs have been rearranged.-Requesting that the mentorship chair position be added to the NSAY constitution.-They will be holding 4 workshops throughout the year. The first of these will be in October. -Currently there are over 200 members on their Facebook page. Students are asking lots of questions.-Ioana has her own receipts for expenses from the program. These will be submitted to Stong College for event reimbursement. |

* 1. **Meeting with Claire and Tom**

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| Time: 1805 | Presenter: Jesmila |
| **Discussion:**- The cold water tap is fixed, the combo has been changed (new number: 9926\*), telephone has been fixed.-We cannot paint our walls or the lounge walls. It would be considered a grievance, as York has employees that are paid for this type of work. -We cannot put a lock on the student lounge door as it is available for the entire population of York.-We are allowed to put fake plants in there or paintings, and arrange the tables in anyways that we want to. It was recommended that visual arts student could paint these for us. -Microwave: Our best option is to go through York -Contact VP student office with proposal for lounge and microwave. This way it will not cost NSAY or SON any money. Lets contact other students and/or groups to help us on this project. We could ask environmental studies how they got their lounge to its current state. |
| **Conclusions:*** Jesmila will contact visual arts students regarding paintings.
* Begin process of proposal writing and contacting students who would be interested in helping us update the lounge.
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* 1. **Grad Party Planning**

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| Time: 1815 | Presenter: Gerome |
| **Discussion:**- Currently there is low interest in students coming. -If 50 people cannot come, we will cancel (high costs for venue).-Tickets could be sold through paypal. -The students deserve the party for their hard work. It will be one last class gathering.-$800 budget allocated to the party.-Budget savvy options: Waleed could book it through the bar at his work. We would have to pay for a bartender and DJ. We could get someone to cater food for the party. |

1. **New Business**
	1. **Random Acts of Kindness**

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| Time: 1820 | Presenter: Gerome/ Nhi |
| **Discussion:**-The idea is out there. It will put nursing students on the map and boost student morale.-Some students brought Timbits to class this morning. 50 were taken to one class, 100 were taken to another class. -28 members in the Acts of Kindness Facebook group so far. -They will need funding for certain things. -Would like to do something school-wide. We could get funding from YFS if it is open to all students.-Until then can we can come up with some ideas 🡪 free hugs, free high fives (these could be done at YFS), Photobooth with sign saying something nice. -We could make an association to Acts of Kindness (ie where there is a mascot there is an act of kindness going on).-Contacted Stephanie Staples who does inspirational/motivational work. She will be in Toronto in late September to early October. She has a website called “unlimited life”. Her idea is to write something nice and place it in a bowl, and take a different nice comment. We would need to screen these comments.-Temporary use of University space: Need to submit forms 1 month in advance. The forms are located near the YFS office. -Ioana is starting something called campus cursive – writing nice letters to leave on campus and other students can pick them up.  |
| **Conclusions:*** All NSAY members should join the Acts of Kindness group on Facebook.
* Each Acts of Kindness member should brainstorm 5 ideas to carry out.
* Nhi will contact Stephanie Staples about speaking at York and look into an event space.
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* 1. **LGTBQ Event**

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| Time: 1833 | Presenter: Ana |
| **Discussion:**- The event will be at School of Social Work (Ross) 8th floor south, room 802, 4-7pm on Monday September 23. It is for nursing students and social work students.- Meriem is Master’s student. Sara is drafting an email to the York LGBT group and RNAO. -Flyer made for nursing students. -They would appreciate any financial support. The YFS pre-event funding deadline has past, but we will apply for YFS and SCLD post-event funding.-Have been advertising to students in class announcements. 2nd Entry students to post on 2nd Entry FB pages. -Shawna will send an email with the flyer attached.  |
| **Conclusions:*** Apply for post-event funding
* Email students about event and post to Facebook pages.
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* 1. **Faculty Meet and Greet**

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| Time: 1840 | Presenter: Ana |
| **Discussion:**- The event will be Oct 10 from 530-830. The venue is being organized with FHSC (Stong Dining Hall).- It is a social event. We are collaborating with FHSC. Attendees will split off to different rooms for separate career-oriented events. - We need to contact faculty and staff. Word has not reached faculty to recruit them yet. We will send one generic email going out to faculty. Ideally they would like to have professors from different backgrounds, and new grads speaking about their experience. Waleed will write this.-From last year’s experience one student found the discussion panel of 3 profs not very effective (writing resume, getting a job), but the 2nd portion was more helpful and gave great information and advice. There was free food. |
| **Conclusions:*** Contact professors and recent graduates to participate in the Meet and Greet event.
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* 1. **York Fest**

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| Time: 1847 | Presenter: Waleed |
| **Discussion:**- Yorkfest is tomorrow on Campus Walk.-Essentially we need to find our table, set up, man table throughout the day, take table down and clean up.-Ideas: give away water bottles, post our banner, pamphlets, advertise random acts of kindness.-We don’t need to gather student emails. -We can use tomorrow to recruit: talk about class reps, and that IEN students are needed.-Bielections will be for: 1st year 2nd entry rep, collab 3rd year rep, IEN reps 1&2, 2nd entry 2nd yr students, and what their responsibilities are. We want to teach them to take over for next year. They can disseminate the message to their classmates. -Monica will tell her class about Yorkfest in class tomorrow, She will also email Anne to announce the same thing. -Wear wacky scrubs tomorrow.-NSAY members attending: Anna, Waleed, Nhi (2-4), Nelab (1130-230) |

* 1. **Constitution Change Discussion**

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| Time: 1858 | Presenter: Waleed |
| **Discussion:**1. **Mentorship Program:** Would like the chair of mentorship program to be part of meetings and the NSAY committee included in the constitution. This person will keep NSAY up to date on the program’s progress. They feel that this is important because the Mentorship Program is under NSAY right now -To have the chair of the YUSMP part of NSAY committee, to be able to use the NSAY office to hold meetings, present at meetings, as an officer (with no voting power). They will be an elected member from within the YUSMP committee (appointed).2. **Increasing Number of Class Reps:** The change would include having 2 representatives for 1st year classes, but maintaining 1 rep from 2nd year class. We will have more people to do more things. Only one of the two 1st year reps would need to come to meetings (but both can attend), and they collaborate among themselves to carry out the class rep role. We will have 6 trained individuals who can campaign in the following year. This could be problematic if we give them voting rights. To solve it we could pass motion at beginning of meetings that all present members have voting rights. 3. **RNAO Position Rewording:** The RNAO position states that they have to be part of an interest group or the region 6 representative. She would like to have this part removed from the duties within the constitution. |
| **Conclusions:*** Members proposing these changes will post them to Facebook including the proposed motion. These motions can be discussed online, and NSAY members should be ready to vote on them during our next meeting.
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* 1. **New Class Representatives Election**

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| Time: 1914 | Presenter: Waleed |
| **Discussion:**- In 2 weeks time we will have the constitution changes ready to vote on. In meantime we can work on position descriptions. -The email about elections can go out the day after voting has occurred. -Students can self nominate, then we will hold online voting through E-vote. |
| **Conclusions:*** Those proposing new positions are to work on the official position descriptions, which will be added verbatim to the constitution.
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* 1. **Office Supplies**

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| Time:  | Presenter: Shawna |
| **Discussion:**- We are out of ink in the NSAY Printer. |

**Motion: I propose a motion that NSAY spend $29.99 plus tax to purchase black ink for the NSAY printer.**

Proposed by: Shawna
Seconded by: Jesmila
All in favour: 6
All opposed: 0
Abstain: 1

Motion Passed

* 1. **Clothing**

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| Time: 1920 | Presenter: Gerome |
| **Discussion:**- We need to start planning and advertising.-The design that sold the most last year was “I <3 nursing”, supplied by Tricot-Ioana posted a list of suppliers that have been used before, as discussed in FHSC presidents meeting document. -We need to vote on designs so YSF can work on the designs to take them to the printer.  |
| **Conclusions:*** Clothing committee to meet, finalize designs, choose supplier, and plan clothing sales.
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1. **Date and Time of Next Meeting**

Our next meeting will be on Tuesday, Oct 1 @ 1730 hrs.

1. **Adjournment**

This meeting was adjoured at 1924. Proposed by Waleed, seconded by ALL.