**NSAY Meeting Minutes**

Date and Time of Meeting: June 19, 2018 @ 1330

Location:HNES B02 (NSAY office)

 **I.** **Call to Order**

 This meeting was called to order at 1300 hours, chaired by Camela Salde. Minutes were taken by Halima Mohidin.

**II.** **Roll Call**

Katy, Camela, Sean, Cindy, Jenn, Nate, Carolyn, Alexandria

**III.** **Regrets**

Dhawani, Alexandria, Jaclyn, Dana, Eileen,Sooah, Olivia, Shamika

**IV.** **Confirmation of Minutes from (date of last meeting)**

**V.** **Announcements**

 Actions today:

* FAQ discussion
* Discussion/review on Constitution
* Identifying Executives and Officers
* Voting privileges
* Elections

 **VI.** **Old Business**

N/A

 **VII.** **New Business**

 *I.*

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| Presenter: Camela  |
| Description: Constitution Review  |
| Discussion: Each article of the constitution was reviewed Input coming from: Katy, Camela, Sean, Cindy, Jenn, Nate, Carolyn, AlexandraUnder **ARTICLE I. NAME & OBJECTIVES**  Section 1.2.3 * May need to change the wording ; We don’t have any connection to Seneca or Georgian nursing program transition from college to York University
* Thinking of future considerations what we can do to involve Seneca and Georgian
* Transitions are at York University including the orientation etc; included in the constitution- marked red
* For events matter, but we would like to hold bi-weekly cafes for students who have questions, need a support or resources - will bring this up to events

What about alumni?* Try to involve alumni to come act as mentors or just to share their experiences with current students
* Should we have a person designated to form alumni social events
* Or just include that as a responsibility for event officers
* So we have an obligation to alumni to create events for them?
* Suggestion is to develop a linkedin group for alumni so that students can connect with each other and network

Are we coordinating social events with faculty as well? **ARTICLE III. MEMBERSHIP**  Memberships* No major comments on membership section

Section 3.3* Would like to make use of the bulletin board more often
* Role of the marketing officer
* Need to update as often
* Will also include RNAO updates, events
* Thinking about using social media such as instagram

Announcement: IT has gotten back to katy and we will have access to the NSAY website on York University very soon**ARTICLE IV. MEETING PROCEDURES*** Meeting will continue to be bi-weekly

Section 4.2 * Need distinction between executives and officers - Will revisit this later
* Meetings called by an executive by NSAY should be seconded by another executive and must be communicated to all members at least 72 hrs in advance
* Meeting will be transcribes and need to be reviewed by all members
* Meeting minutes will be upload on NSAY facebook group for public transparency
* Important that we set an agenda before the meeting and will be set at least 24 hrs before the meeting in advanced and communicated to all members going

Section 4.6 * A bit of a contradictions on who is eligible for voting - not very clear in the constitution as it is indicated in other areas if the constitution
	+ Voting privilege is not set out exactly and not very clear
	+ Suggest that in article 6 include a list if those who have voting privilege
	+ Suggestion to include a definitions outline in the beginning of the constitution outline the what are execs and officer and to define other key terms so that the voting privileges are clear

Section 4.11 Town Hall * Should this be included in the constitution? Is it necessary? Considering that we might not need only one town hall meeting or more
* How open are general meetings?
	+ Should we keep it open but limit the number of people
	+ Students Members can be there but what will be the speaking privileges?? - should have reps speak on behalf of the student
	+ Also need closed meeting as we need to respect confidentiality
	+ If there are open meetings need students to rsvp so that we know how many people are joining us to accommodate the space
	+ Need to define what is closed and open meetings
* Considering to remove this line however we take into considerations the best interest for students and that town halls are important and can be held when necessary.
* Important that we are transparent
* Will also hold unofficial ( out of the bi-weekly meetings) when necessary
* Need to include definition of what member are for open and closed meeting

**ARTICLE V. QUORUM**  * Had some issues as to how quorum worked last year and want to make it clear as possible this year so we don’t have any barriers
* There is an issue of representation
* Important that the president does not get to vote unless it goes 50-50

Attendance* Any problems with having people via internet to attend meeting and vote?
	+ Majority agree that there is no problem if attendance is via skype or other online communications
	+ Suggest to use teleconference where people can also vote online
	+ As long as you are there to attend to hear the discussion and or give input your can vote

**ARTICLE VI. EXECUTIVES, OFFICERS & BOARD MEMBERS**Section 6.1* Merge marketing and graphic executives
* Merge all internal directors from each cohort into one
	+ Will have reps from all cohorts to speak to one internal director for any concerns or issues
* Will connect with 2na as a representation for the second entry class
	+ Will have two reps both junior and senior
	+ Senior rep ideal as a mentor for first year students and help with the onboarding
	+ Need to set up a meeting with 2na and YUSNMP - how can we collaborate to help support students academically
* Would like to have as many IEN reps
* Ideal that we start recruiting now so that we can begin transitions as soon as possible. So start in the fall semester so that 4th years students have time to connect with them
* Earlier we start the better transition for NSAY executive when it is time to transfer responsibility to new group
* As for marketing directors - considering creating a group of volunteer to help with the responsibilities and tasks
* Will still need to have two event directors instead of one
	+ Potential have one from each group - second entry and collab/IEN

Section 6.2 Voting abilities and conditions 6.2.1 First Year 2nd Entry Representatives* Have one rep
* One vote

6.2.2 3rd Year Collaborative Representatives * One vote

6.2.3 First Year IEN Representative  * One vote
* Would like two reps

6.2.4 Two Events directors* Have junior and senior directors
* One vote from either member
* No votes for events committee members
* Ideally would like two events committee members in the group

6.2.5 RNAO Representative  * One designated person - One vote
* Potentially would like to have reps for each year - junior and senior representative
* Will it be a two year term?

6.2.6 CNSA Representative- Official Delegate and Associate Delegate * One vote
* Need to discuss if these positions are still official and associate

6.2.7 YU Student Nursing Mentorship Program Representative- Chair and Program Manager * remove program manager
* one vote delegated to either chair
* add : two 4th year collaborative representatives
* Suggestion that we add a new article for voting privileges - to define which members can vote
* Considering to add it to the quorum section or under meeting procedures - will make final decision
* Also include conditions and exceptions to how voting is for voting and non-voting members

Recall: The distinction of executive and officers * Some agree and believe that executives are those who make executive or final decisions of NSAY whereas officers are representatives of other member/groups/students who offer the support in making the decisions
* Will come back for discussion

**ARTICLE VIII. ELECTION OF EXECUTIVES** Section 8.2* For CEO, person cannot run for a position
* Person can be an officer
* Need to consider how to make sure this is unbiased

Positions for President and VP* Make voting public or internal?
* Issue may be the representation - have almost 400 collab students verse maybe 250 second entry member
* Suggestion if we make this open - have a staggered vote where the president is voted first in then the vp
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| Action Items:* Continue to review and add edits to the constitution on google drive
* Will continue next meeting to finish the discussion
* Set a meeting this week with YUSNMP and potentially set another one with 2NA and YUSNMP
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 **VIII.** **Adjournment**

The meeting was adjourned at 1530 hrs.