**CSULB School of Nursing**

**CNSA - Board Meeting Agenda**

**Sunday, November 3rd, 2019 at 17:00 Hr**

**Nursing Department Room 66**

1. **Call to Order at: 1707**
2. **Quorum? (50% of voting member +1): YES**
3. **Success Stories**

**Congratulations!**

* 1. Got a job in L&D- Briani
  2. Finished orientation- Christian
  3. Done care planning- Shyla
  4. $500 grant for ACLS BLS Classes- Jen G.

1. **Executive Officer & Advisor Reports**
   1. **Faculty Advisor- Tina Tolentino-Baldridge**
      1. Halfway through the semester!
      2. Yoga Class- November 20th possible date, depending on availability of room
   2. **President - Dalena Nguyen**
      1. New Student Orientation-December 7th
         1. Budget: $130: 12 pizzas and 2 cases of water (108 students attending orientation + volunteers and faculty)
         2. Seconded, PASSED
      2. BLS/ACLS/PALS
         1. BLS successful
         2. Grant for $500 for ACLS and PALS classes, classes will be $60 per person as of right now, may be less if more people sign-up
         3. Need at least 7-8 people for the new date classes
         4. Possibly do it again next semester
         5. You can take the classes over winter break with the programs we are working with, but there will not be a group discount
   3. **Secretary - Kourtney Gomez**
      1. CNSA Convention
         1. CNSA people from CA come to the convention, it was fun, not as fun as National one. Material related to New Grad information. Companies from the NCLEX review were there to talk about their products. It was free for us to attend because of the grant from school!
   4. **Treasurer - Tony Nguyen**
      1. Fall 2019 Merchandise Pre-Order Now!
         1. [https://docs.google.com/spreadsheets/d/12xeoJOzFMXg-iPvr2sBeesFjmCr\_OY3Z9gvj7moMB10/edit?usp=sharing](https://nam10.safelinks.protection.outlook.com/?url=https%3A%2F%2Fdocs.google.com%2Fspreadsheets%2Fd%2F12xeoJOzFMXg-iPvr2sBeesFjmCr_OY3Z9gvj7moMB10%2Fedit%3Fusp%3Dsharing&data=02%7C01%7C%7C8c1169c7c2d44f2da44c08d75ef84e94%7C84df9e7fe9f640afb435aaaaaaaaaaaa%7C1%7C0%7C637082292864691238&sdata=%2BPC6%2B8KIb8WI99HcF%2BD%2BrqRkY90%2BZs%2BkkHXBBsO2NlU%3D&reserved=0)
         2. Goal is to have it delivered the day before the Talent show
            1. May not happen due to poor pre-sale response so far.
      2. Motion a budget of $5,438.8 to pay for merch $5550 budget -> Seconded, PASSED
         1. Discussion: the amounts of products we will order are about the same as what we ordered last semester. We will try to order as soon as possible to have available to sell at the Talent Show.
         2. Tony needs to figure out how to pay the company with check, possibly e-check, mail-in check will take too long to send.
         3. Costs breakdown
            1. 40 SHORT SLEEVES including run charge, set-up charge, shipping and tax

$351.60- Cost of producing this amount of this product

* + - * 1. 60 LONG SLEEVES including run charge, set-up charge, shipping and tax

$1,371

* + - * 1. 170 JACKETS including run charge, set-up charge, shipping and tax

$3716.20

* + 1. As of Nov 3rd, the total amount in our account (both cashbox + bank account)
       1. $10,864
          1. Does not include pinning money.
          2. Shyla- pinning help; Jen G.- fundraisers can only be done at places that CNSA has not done the fundraisers at, Professor Tina will help too.
          3. Caren- the amount of money for each pinning is $550, ASI is holding onto that grant, need to get in contact with ASI treasurer to get that money.

1. **Director Reports**
   1. **Breakthrough to NRSG Director - Joanne Hwang**
      1. Pre-Nursing Informational Session
         1. Successful, 55 people came, lots signed up to be CNSA members.
   2. **Community Service Director - Shyla Coley**
      1. Planned Parenthood options
         1. Education presentation on specific topics such as birth control or STIs- would take about an hour
         2. Peer College training program- in depth information on both Birth Control Methods and STIs, as well as other topics including healthy relationship and consent; training is more hands on and get a certification as Peer Educator which can be added to resume; about 4 hours long.
         3. Discussion: They can come on the weekend, Very flexible, Number two might be better option, No fee, Approved by faculty, Maybe schedule for next semester. Should we make it CNSA credit? -> YES
      2. Today’s event and future events
         1. Care packages with Alpha Phi Omega, 1400 packages in two hours, 15 volunteers came, more people can come next time
         2. St. Mary’s Food Bank, VCH Health Fair, His Little Feet -> All dates full
      3. Students deleting names off of sign-up sheets
         1. Switched to google forms.
   3. **Fundraising Director - Kathy Hoang**
      1. Upcoming fundraiser ideas
         1. Corner Bakery Cafe - 20% back
         2. CPK - 20% back
         3. Yogurtland- only small percentage back
         4. Talking to Celia about getting the W-9 form to begin these fundraisers
   4. **Membership Director - Caren Ly**
      1. Motion Honor Cord and Medal Revision
      2. Discussion: Hour system is only for 1st semester students, those joining Fall 2019 and after. After we make changes today, we will not be able to make changes until next semester. Consecutive semesters required to encourage people to participate throughout all the semesters, consecutive events different for trimester students- summer is not included/required. Some cases have different circumstances- Caren and Jenn will look into the case. Should we change the past donations to 0.5 hours?- NO
      3. Motion for the changes below: seconded and PASSED

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| **Current** | **Proposed** |
| **Honor Cord:** Must attend at least 20 hours within 2 consecutive school semester. At least 4 hours must be completed in one semester. | **Honor Cord:** Must attend at least 12 hours within 2 consecutive school semester. At least 2 hours must be completed in one semester. |
| **Honor Medal:** Must attend at least 50 hours over the course of 5 semesters and must show that you are volunteering every semester (e.g., 10-12 hours per semester). | **Honor Medal:** Must attend at least 30 hours over the course of 5 semesters and must show that you are volunteering every semester (e.g., 10-12 hours per semester). |
| Guidelines may be changed only once each school year with a ⅔ vote from voting members. | Guidelines may be changed only once each school semester with a ⅔ vote from voting members;  exception for this semester (Fall 2019) because the new hourly system has just been implemented and needs further clarification. |
| No cap on workshop hours; at the discretion of the event coordinator and the Membership Director. | Workshop hours will be capped at 1 hour. |
| One donation counts as 1 hour. A maximum of two donations per semester regardless of the events (i.e., a maximum of 2 hours per semester). | One donation counts as 0.5 hour. A maximum of two donations per semester regardless of the events (i.e., a maximum of 1 hour per semester). |

* + 1. Certificate/Award
       1. Only to 5th semester students who request it, BeachBoard announcement will be posted in November, resume builder
  1. **Mentorship Director - Abigail Loo**
     1. Careplan Workshop went well!
        1. Thank you to those who attended and volunteered
     2. Mentorship pin requirement
        1. <https://docs.google.com/document/d/1kTTEihP8_g1rVXNPMoiNjX-AyWP1wYy02IW4BEdYHbg/edit?usp=sharing>
        2. Motion to make this requirement active- No motion needed, no changes made.
        3. Discussion: Pins distributed at the last meeting of each Fall and Spring semester, some exceptions apply- see google doc, point IV.
        4. List of eligible mentorship pins will be posted on BeachBoard.
  2. **Professional Growth & Development Director - Giovanna Sicolo**
     1. How to get a Job Workshop Budget Proposal: $70 ($40 food, $25 gift cards, $5 cushion)
        1. Maybe at the end of this month or the beginning of December
        2. Motion: Not Done
           1. Discussion: concerned about timing with the event being so soon, maybe move to early Spring
     2. Mock Interview Budget Proposal: $70 (7 faculty x $10 gift cards)
        1. Discussion: possibly move this date, Gio will talk to faculty first about their availability if doing this event soon.
        2. Motion: Seconded and PASSED
  3. **Public Relation Director - Love Han**
     1. Ice skating social - The Rinks Lakewood Ice Budget Proposal $25 hot chocolate and snacks
        1. Survey showed popular dates (12/18, 1/17, 1/18), date will be posted soon
        2. Motion: Seconded and PASSED
        3. Cost $10 per person for 10 or more people
  4. **Student Support Director - Philip Cho**
     1. Halloween Social went well
     2. Happy Hour Budget proposal
        1. Motion to increase Nov 11-15 week happy hour budget from $50 to $60
        2. Motion for budget $60 happy hour weeks December 2-14.
        3. Discussion: May be too gratuitous. Philp has reached every class. Maybe back off of the number of happy hours, maybe buy less expensive snacks.
     3. December meeting social: motion for budget of $100 for December Social; Porto’s ($30 50 count potato ball, $15 25 count cheese roll, $47 25 mini croissant sandwiches)
        1. Motion: Seconded -> increase number of cheese rolls and decrease croissant sandwiches and APPROVED
     4. $60 budget for December Happy Hour- Seconded and PASSED
  5. **Honorary Board Member-Jennifer Gidaya**
     1. TALENT SHOW
        1. Sign-Ups extended to November 10th, 3 spots left
        2. Can pre-nursing students participate? Do they have to be members? Possible wait-list for pre-nursing non-CNSA members then after deadline passes open-up the spots to the Pre-nursing members? Try to get Nursing students in the spots first.
        3. Motion: If space permitted, allow pre-nursing performers to perform- Seconded-> Discussion- these pre-nursing students are not CNSA members, NOT PASSED
     2. Faculty Retiring Letters
        1. Three professors retiring, budget $50, binders/scrapbooks made from letters collected in the Learning Center, present at the final meeting, Professor Tina will donate flowers.
        2. Motion for scrapbooks $50: Seconded and PASSED

1. **Adjournment: 1808**
2. **Next Meeting:**
   1. December 8th 5pm Meeting/Social- Credit for social given? YES
   2. Speaker: Navy Nurse 4:30 pm- Credit given? YES