CSULB CNSA

Board Meeting Agenda

Sunday, June 5th 2016 at 5pm

CSULB Nursing Department Room 66

# **Call to Order at 5:07**

1. **Opening**
2. **Roll Call**
   1. Do we have a quorum?
      1. 10% of current membership and 50% of board directors
      2. Bylaws state; “The percentage of members that constitutes a quorum shall be fifty percent plus one of the voting membership.”
      3. Unfortunately we mostly never reach quorum, however, Jalyn will work with Matt (CHHS Coordinator) in order to keep the validity of our meetings.
3. **Guest Announcements:** 
   1. Nick from Heart Shockers is here to visit!
      1. Unfortunately, Nick was unable to make the meeting but he provided pizzas for us. Thank you Nick!
   2. ACLS, PALS, & BLS Courses (class reps please announce)
      1. BLS Courses:
         1. June 11th: <https://heartshockerseducation.enrollware.com/enroll?a=1&id=1173449>
         2. August 13th: <https://heartshockerseducation.enrollware.com/enroll?a=1&id=1173450>
      2. ACLS Course
         1. June 13th: <https://heartshockerseducation.enrollware.com/enroll?a=1&id=1196650>
      3. PALS Course
         1. June 24th: <https://heartshockerseducation.enrollware.com/enroll?a=1&id=1198520>
4. **Success Stories:**
   1. Dr. Fitzgerald Graduated on May 6th! Congrats Dr. Fitz!!
   2. Johnny is starting a new job tomorrow! Congrats Johnny! Good luck tomorrow!
   3. Jalyn is starting her new job next week! Congrats Jalyn!
   4. Stacy started her new job this week! Congrats Stacy!
5. **Reports:**

**Executive Officer and Advisor**

* 1. *President*—Jalyn Alexander
     1. Thank you all for coming tonight (especially over the summer!)
        1. Please check-in with Mandy at the end of the meeting if you’re looking to fill an open position
     2. Nursing Bonfire
        1. July 2nd, July 30th, August 20th
           1. Leaning towards August 20th (Saturday before classes start and Trimester students will be done with finals)
        2. CNSA can provide burgers and hot dogs, then guests can bring snacks, drinks, s’mores items
        3. Sounds like there is interest, details/budget will soon follow. Class reps please ask peers if interested in attending, it’s open to everyone!
     3. Reimbursements: when spending money for an event or CNSA related reason we usually require you to request a a dollar amount ahead of time
        1. August meting will be your chance to request a budget for your committee for all of your Fall semester events
           1. Directors and Committee appointees, please meet/coordinate and make plans for all the events you want to have for Fall ’16 before the August meeting so that you may make informed requests about a planned budget.

Budget covered factors/items, like provided food and drinks, can be affected by the amount of people that may attend.

* + - 1. After then, if the value is less than $100 and something comes up you can can be reimbursed ONLY if myself and Chrisley approve the spending first.
      2. Over $100 you must have the budget voted on
    1. Monthly Committee updates
       1. Expectations: There should be mandatory correspondence between Directors and Jalyn. Please provide solid/substantial updates and planned events regarding your committee only.
  1. *Vice President*—Maiying Her
     1. CNSA Medals
        1. Going to those who continuously volunteer throughout the nursing program
           1. Honor cords are given to those who are active a minimum of 2 semesters. We want to reward those that exceed that minimum and are active all 5 semesters of the program.
        2. Will present guidelines during the next meeting
        3. Found a supplier who will send out samples, the cost would be $2.40 per medal. Budget will be proposed next meeting.
     2. Event Sign-up Sheets
        1. Getting these filled out is very important in order to keep track of honor cord and possible medal credits.
        2. A new sign-up sheet will be mailed out in the minutes and added to our website.
        3. Directors: please make sure you complete a sign up sheet for every event you host.
  2. *Treasurer*—Chrisley Maglanoc
     1. Account Balance: $6,102.80
     2. Petty Cash: $200.43
        1. A minimum of $200 will be left in the cash box at all times as change available for our apparel/merchandise sales.
     3. May’s meeting our balance was $5,215.10
        1. A sweatshirt order of $4,381.80 days later brought us to $833.30
        2. But in one month we have raised $5,269.50 and we still have many boxes of sweatshirts left.
           1. ☺ ☺ ☺ Thanks to all who have helped fundraise!!!
           2. Class reps please inform peers that sweatshirts are still available. Get them in time for this fall!
  3. *Secretary*—Mandy Perry
     1. Room reservations go through Mandy
     2. Attendance
        1. Please make sure to sign in on our attendance sheet.
  4. *Student Advisor*—Brittni Bohan
  5. *Cheerleader*—Jamie De Luna
  6. *Mascot*—Dr. Anita Fitzgerald Go Team!
  7. *Faculty Advisor*- Sharon Konrad Hope you are having fun traveling!

**Director and Committee Report**

* 1. *Fundraising Director*—Hayley Schum
     1. Dodger’s fundraiser was a huge success! It was also very fun!
        1. 46 Tickets Sold (our goal was to sell 20)
        2. Profit of $220
     2. Stethoscope Sales are in the works
        1. Students have until July 8th to buy a stethoscope
        2. For every 10 stethoscopes sold we receive one free stethoscope
        3. Class reps please announce. If you know anyone that just got accepted into the SON please let them know as well!
     3. Send Hayley your ideas
        1. Potential ideas for summer: a second baseball night, frostbites fundraiser (we go to them or they come to us), car wash
           1. Frostbites: if we fundraise with them it’s a 20% profit for CNSA
           2. Car wash: maybe sell tickets to a drive through car wash (because of water restrictions)
  2. *Legislative Director*—Christof Ronquillo Hi Christof!
  3. *Membership Director*—Stephanie Yu
     1. If your classmates want to join, please direct them to Stephanie or if you get membership forms/money from your classmates please give them to Stephanie
     2. Current lost membership book, contact us if found
        1. When found, we will create an electronic record of members’ applications. Dr. Fitz has access to a mass scanner for all the documents.
  4. *Public Relations Director*—Kevin Heng
     1. Send Kevin information about your events so he can post them on our social media accounts.
     2. Potential FB group, let’s discuss.
        1. It may be unnecessary to update CNSA members twice. Perhaps instead of creating another FB approach to relaying info, another social media platform can be created.

**Committee Reports**

* 1. *Student Support*—Czareine Madlangbayan
     1. Slip-n-slide kiddie poolball (kickball premise)
        1. Possible summer event that can be held in the front lawn of the Los Alamitos Dorms. Any interest?
     2. Cohort Rally (CR) Saturday, August 27th (1st Saturday after classes start) but date still tentative
        1. Details:
           1. Mixer-like event for whole SON and pre-nursing too!
           2. CR Ad Hoc Committee will be needed (to work with class reps; need at least one other member from each cohort). To those interested please contact Czareine.
           3. CR: Battle of the Cohorts Schedule

Whole day event 09:00-14:00

09:00-10:00 Mentor/Mentee Revealing

10:00-12:00 Cohort Games (obstacle race, pie/watermelon eating contest, speed changing scrub relays, sack races, cohort banner making)

12:00-13:00 BBQ lunch

13:00-13:45 Tug-of-War tourney

13:50-14:00 ‘Awards’ (aka bragging rights), special appreciation and recognition awards (i.e. most cohort attendance, most spirited)

* + - 1. Will be working with class representatives to keep cohorts in the loop. Class reps please promote/announce and try to get your peers excited/involved.
  1. *Mentorship*—Dania Al-Itani Hi Dania!
     1. Mentees are filling out applications as we speak and they are due on Friday, June 17th.
     2. Mentors will be able to begin filling out applications in July and pairing will be finalized before school begins!
     3. February 2016 approved motion to allot mentors $5 for each mentee (up to 2 mentees/$10) for a little gift.
  2. *Professional Growth and Development*—Johnathan Tran
     1. Robert’s Rules of Order Explanation and Demonstration
        1. Rules for facilitating discussions and decision making that stress professionality and order
        2. Voting process: Budgets
           1. State the motion: Propose a budget or present case to president, ‘Jalyn, I move to have a $-- budget for --- event”
           2. Another member seconds the motion. “Second”
           3. Jalyn will state your motion thus placing it up for discussion. The mover is first to speak and then the second. Followed by the other speakers, one at a time, to amend/change the budget.
           4. The question is put to the members and a vote is taken.
     2. RN-BSN Orientation
        1. Thursday, June 16th
        2. 10am-1pm in Nursing Room 65
        3. Selling Apparel and giving a brief presentation

We want these RNs be involved with CNSA! Help out! Class reps please announce.

Google doc sign up: <https://docs.google.com/document/d/1GeLC6LrH3SOXsZfK4pepGQNxOwJvhG5lHOjkrJQK9_k/edit?usp=sharing>

* + - 1. Jonathan: “I move to have a budget of $20 for water bottles for the RN-BSN Orientation.” Approved.
  1. *Community Service*—Monique Wood
     1. List of potential volunteer locations have been made, needing input from peers
        1. Resource list for volunteer opportunities (for each specialty of nursing) will soon be available this fall.
     2. Event idea: different volunteer coordinators can come and speak to us about their organization and volunteer opportunities. Like a volunteer fair. Details to follow soon.
     3. Potential Disneyland Marathon Volunteer opportunity. It’s in the works!!
  2. *Breakthrough to Nursing & Pre-Nursing*—Jackie McKenzie & Reya Villegas
     1. Contacted SOAR to se if there was a way to be more involved with orientation
        1. Current nursing students to come and speak about our experiences now and going through pre-recs and applying to provide hope and a positive light. If interested please contact Jackie.
        2. Dr. Keely or Dr. Cooper is involved with SOAR and can be a liaison with SOAR.
     2. We will also be involved with pre-nursing advising meetings.
     3. Maybe have an event where we can give advice to pre-nursings during the application process?
  3. *University Involvement*—Van Pham
     1. No updates this time.

1. **New Business**
   1. Next Meeting Date: June 26th, July 3rd, or July 10th
   2. We’ve raised an incredible amount of money during our first month as a board so great job! Great job everyone, this semester has so much potential and we’re all excited for what is to come!
2. **Old Business**
   1. The faculty loved their gifts during teacher appreciation week, I definitely think we should do this more often! Yes! They deserve it!
   2. Dodger’s fundraiser was a success and well as New Student Orientation!
   3. Tina Talentino-Baldridge - Grad Student Resource List. Use it!!! <https://drive.google.com/file/d/0Bze1ZhQu3NgsU0toQ2txMGlIS28/view?usp=sharing>
3. Goal: Begin putting ideas and plans into motion! Let’s do this!
4. Adjournment at **6:10**.
5. Next Meeting: June 26th at 5 pm in Room 66