CSULB CNSA

Board Meeting Agenda

Sunday, August 7th 2016 at 5pm

CSULB Nursing Department Room 66

# **Call to Order at: 5:05**

1. **Opening**
	1. Thank you Konrad for the delicious cookies!
	2. Thanks to all who helped clean and organize the CNSA closet!
2. **Roll Call**
	1. Do we have a quorum?
		1. 50% plus one of the voting membership
3. **Guest Announcements:**
4. **Success Stories:**
	1. Trimester students are graduating in one week! Congrats!
	2. School is approaching! Congrats to new students joining the program!
	3. Brittni enjoys critical care research at St. Joes!
5. **Reports:**

**Executive Officer and Advisor**

* 1. *President*—Jalyn Alexander
		1. Thank you all for coming tonight
			1. Please check-in with Mandy at the end of the meeting if you’re looking to fill an open position
		2. BLS Course on Campus Class Reps please announce
			1. August 13th:

<https://heartshockerseducation.enrollware.com/enroll?a=1&id=1173450>

* + 1. Nursing Bonfire
			1. August 20th – all day event (5pm food will be served and right after will be the mentor/mentee meet up)
			2. CNSA will be providing hot dogs
			3. Mentors will provide their mentees with $5 snack bags
			4. The rest will bring their own snacks and drinks (mentors)
			5. Requested budget: $125 “Motion to approve a budget of $125 for the bonfire” So moved.
				1. For hot dogs, buns, condiments, and more waters
		2. Littman Auscultation Presentation Class Reps please announce
			1. Tuesday, August 16th in Nursing Room 66 from 12-3pm
			2. Potentially will have a rep from Welch Allyn if available
			3. Targeted towards first semester students, however, all will be welcomed
				1. Presentation on stethoscopes in general and then teaching on how to use it. Sound box will also be available to listen to heart and lung sounds.
				2. Sign up: <https://docs.google.com/document/d/1hof0hNvm6G1AcNPYpU39Ok7rQje469M6JtmTyVZgz5A/edit?usp=sharing>
		3. Potential Job Opportunity
			1. **Company**: Givebutter - a quickly growing online fundraising platform for nonprofits and student organizations started by college students ([http://givebutter.com](http://givebutter.com/))
			2. **Position**: Givebutter ambassador
			3. **Responsibilities**: Get student orgs and nonprofits on campus using Givebutter for their fundraising efforts
			4. **Compensation**: Free pizza, tons of swag, and up to $1,000
			5. **Timeline**: August 2016 - December 2016
			6. **How to apply**: Visit <https://givebutter.com/spreadthebutter> and fill out the form at the bottom. Interviews will be conducted on Snapchat after sending a snap to @givebutter with a quick bio
		4. CSULB’s Student Life & Development (body that recognizes official university student organizations) requires at least one officer from every student organization must attend the Student Organization Orientation workshop to complete their organization registration process.
			1. Student Life & Development also hosts a T3 Leadership Institute: September 2nd 8:30am-3:30pm (on campus, $7 fee—however CNSA can cover cost); learn effective leadership skills!
				1. Register here: <https://orgsync.com/35509/events/1523341/occurrences/3476440>
				2. We are opening it up to all officers, directors, and committee members
				3. **We encourage people to go**, if interested please email Jalyn for more information
	1. *Vice President*—Maiying Her
		1. CNSA Medals \*Requirements will be reconsidered and next meeting (September) we will clarify. If no agreement can be reached, the CNSA medals idea will be abandoned\*
			1. CNSA Headquarters approved the additions of medals to our program
			2. Board vote on medal design. Approved medal design: larger wreath with star decoration on top.
		2. Event Sign-up Sheets
			1. Please make sure you complete a sign up sheet for every event you host.
	2. *Treasurer*—Chrisley Maglanoc
		1. Account Balance: $6,577.79 (about $1,000 up from last year!)
		2. Petty Cash: $91
	3. *Secretary*—Mandy Perry
		1. Room reservations go through Mandy
			1. Please turn in room reservation a minimum of three weeks prior to your event
		2. Attendance
			1. Please make sure to sign in on our attendance sheet.
	4. *Student Advisor*—Brittni Bohan Thanks for coming everyone!
	5. *Cheerleader*—Jamie De Luna
	6. *Mascot*—Dr. Anita Fitzgerald
		1. “Go Team!” – Dr. Anita Fitzgerald
	7. *Faculty Advisor*- Sharon Konrad
		1. *New semester saying: “There is no elevator to success, you must take the stairs*.”

 **Director and Committee Report**

* 1. *Fundraising Director*—Hayley Schum
		1. We received three stethoscopes form our fundraiser
		2. Send Hayley your ideas
		3. Proposed Budget of $100 for future advertisements (mostly printing costs)
			1. Jalyn: “Motion to approve $100 for advertisements for the semester.” So moved.
			2. Print through ASI (free), just have to have the ASI logo on the advertisement
	2. *Legislative Director*—Christof Ronquillo
	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. We found membership book!
	4. *Public Relations Director*—Kevin Heng
		1. Send Kevin information about your events so he can post them on our social media accounts.

**Committee Reports**

* 1. *Student Support*—Czareine Madlangbayan
		1. Survey Results
		2. Proposed Budget: \_\_\_\_\_\_
			1. Semester events: \_\_\_\_\_\_\_\_
	2. *Mentorship*—Dania Al-Itani
		1. Mentee and Mentor applications are complete.
		2. The committee will begin pairing mentors soon.
		3. The mentors and mentees will meet up at the bonfire at the end of the month.
		4. February 2016 approved motion to allot mentors $5 for each mentee (up to 2 mentees/$10) for a little gift.
		5. Proposed Budget of $50 for snacks and coffee during the 1st Semester Careplan Workshop. “I motion to approve the $50 budget for snacks and coffee.” So moved.
	3. *Professional Growth and Development*—Johnathan Tran
		1. Resume Workshop (Presentation will be open to all; review of personal resume is up to student to seek out: individual appointments with professors, campus resource-<http://www.careers.csulb.edu/students/jobs_prepare.htm>)
			1. Dates: (Better earlier than later)
				1. Fall 2016 - Wednesday, September 7th or 14th at 5:00 - 7:00 PM
				2. Spring 2017 – Wednesday, February 1st or 8th at 5:00 - 7:00 PM
			2. Professor Konrad would you be able to present on how to build a resume?
				1. In preceptorship a resume will be part of the required curriculum, so this will lessen need of this workshop.
		2. Mock Interviews week
			1. Dates:
				1. Fall 2016 - The week of October 10-14th.
				2. Spring 2017 – The week of March 6-10th.
		3. How to get a job workshop
			1. Dates:
				1. Fall 2016 - Wednesday November 16th at 5:00 - 7:00 PM
				2. Spring 2016 – Wednesday April 12th at 5:00 – 7:00 PM
			2. Need resource list of recent new grads (4-5). Rey will contact his cohort and previous cohorts for people to come speak and get contact information.
		4. Budget: $200 for snacks, refreshments and Starbucks gift cards for “How to get a job” panel. “I move to have a budget of $200 for snacks, refreshments and Starbucks gift cards.” So moved.
		5. The CNSA Convention is October 7-9th in Visalia, CA
			1. <http://www.cvent.com/events/2016-cnsa-convention/event-summary-bab57b7dddb344c2ab325270286d5db2.aspx>
			2. If interested in attending, please contact Johnathan before **September 2nd** for the cheapest tickets.
			3. CNSA can get a grant to fund participant travel to the convention.
		6. Disaster Resource Drill – Radiological Event
			1. August 10th 8-11 AM
	4. *Community Service*—Monique Wood
		1. Thank you Ronald McDonald event volunteers!
		2. Volunteer List
			1. Working on it, six locations have been secured but waiting to hear back from more if you have any suggestions please contact Monique
		3. LBRM Backpack Event
			1. August 16th 2-4pm still 1 spot available, contact Monique if interested
			2. Backpack filling for underprivileged children
			3. If unable to volunteer, can still donate school items until August 18th (box in Mo’s office in Learning Center)
		4. Some things we are working on:
			1. Several walks and Ronald McDonald House Events
			2. Requested budget: $250 to fund the Ronald McDonald House Events and snacks/refreshments for volunteers. Brandon: “I motion to $250 to fund the Ronald McDonald House Events and snacks/ refreshments for volunteers.” So moved.
	5. *Breakthrough to Nursing & Pre-Nursing*—Jackie McKenzie & Reya Villegas
		1. We had a committee meeting on July 29 (Friday).
		2. Goal: Update the Pre-Nursing Handbook before school starts.
			1. Talk to Monalisa Ward. (can’t have an in-progress when applying)
		3. Week of Welcome (August 31 – September 1)
			1. We need volunteers to help run the booth.
			2. There will be an email sign-up sheet for the PDF Pre-Nursing Handbook (a few copies will be available at the table)
		4. Events we have planned for the semester (in chronological order):
			1. First Week Announcements (Aug. 22-26)
			2. Pre-Nursing Workshop
				1. Sep. 7 @5pm
				2. Sep. 11 @~~5pm~~ (move time up to 3:30pm)
			3. Pre-Nursing Monthly Meetings (2nd Monday of every month): we will have announcements, TEAS review, and study groups.
				1. Sep. 12 @ 5pm
				2. Oct. 10 @ 5pm
				3. Nov. 14 @ 5pm
				4. Dec. 5 (Holiday Celebration) @ 5pm
		5. Made a new Facebook group (some people didn’t know how to join the old one b/c it would ask for student email address) <https://www.facebook.com/groups/csulbprenursingcommittee/>
			1. #motivationmonday
			2. currently working on a FAQ sheet that will be posted on there
		6. Budget: $70.00 “I move to have a budget of $70 for my committee this semester” So moved.
			1. $40 for goodie bags (gloves + candy) for week of welcome.
			2. $30 for coffee grounds + tea bags) for our monthly meetings.
	6. *University Involvement*—Van Pham
1. **New Business**
	1. Disaster Drill on August 10th
	2. LBRM Backpack Event on August 16th
	3. Stethoscope Auscultation on August 16th
	4. Bonfire on August 20th
	5. Next Meeting: Keep it on ~~September 4~~~~th~~ or push it back one week to September 11th.
2. **Old Business**
	1. Ronald McDonald McBakers was a success! We saw several new faces at that event.
	2. CNSA South Meet Up proved to be a great experience!
	3. Tina Talentino-Baldridge - Grad Student Resource List. <https://drive.google.com/file/d/0Bze1ZhQu3NgsU0toQ2txMGlIS28/view?usp=sharing>
3. **Goal:** Improve communication between committees and with each other.
	1. **Implement this idea to build stronger board?:** address and respond to all CNSA related emails within 48 hours
4. Adjournment at **6:12.**
5. Next Meeting: September 11th at 5pm in Nursing Room 66