CSULB CNSA

Board Meeting Agenda

Sunday, September 7, 2014 at 5pm

CSULB Nursing Department Room 66

1. **Call to Order at \_5:08\_\_\_\_**
2. **Food for thought**
	1. Goals
		1. Closer board:
			1. Quorum at meetings – motivate with pizza
			2. Honor cords? (Earn through attendance at meetings, certain # of events) – possibly edit CNSA by-laws
				1. Christina will look into this
			3. Social CNSA events
				1. Konrad’s house is option, potluck style
				2. Ugly sweater party, bonfire
				3. Tanya/Annie will ask roommates if ok to use apartment
				4. October/Halloween party?
		2. Strategic Planning – Fitzgerald can coordinate if we want!
			1. 3 hour event to define CNSA goals
			2. Ideal during a school break
			3. Can be done every year, passed from President to President
		3. More awareness
			1. CNSA easel in SoN ~150.00 (alternative to paper posters)
			2. Ask Dr. Keeley if ok to tether in each building
			3. Ask Matt (SLD advisor) if CNSA has discount through ASI
			4. Nell will look into prices and email Matt
		4. White coat ceremony
			1. Already done at Sac State – creates momentum for CNSA
				1. Professor & CNSA president give speech, then students come up and receive coat
			2. Problem with SoN budget – may not be able to pre-purchase without $$$
			3. This is a doctor/pharmacist/PT ceremony; not very nurse-centric
				1. Alternative is to hand out *goody bags* in this fashion
			4. **\*\*Think about this option and will revisit during Oct. meeting**
		5. How to motivate/encourage/appreciate CNSA members?
			1. Some will find motivation intrinsically
			2. More social events
3. **Roll Call:**
	1. Do we have quorum?
		1. 10% of current membership and 50% of board directors
4. **Guest Announcements:**
	* 1. Jarline Ketola
			1. Mentorship Program – “Nursing Mentor Connection”
			2. Need 1 more mentee – 5th semester students ideal
			3. Email Professor Ketola with area of specialty interested in
5. **Success Stories:**
6. **Reports:**

**Executive Officer and Advisor**

* 1. *President* --- Darian Tabares
		1. Thank you for coming tonight
		2. CNSA Convention
			1. October 17th-19th
			2. Sheraton Fairplex Hotel in Pomona, CA
			3. Brooklynn is running for a position on the state CNSA board: Convention Planner
				1. Would we be willing to cover her registration cost of $65?

All approve covering registration costs!

* + - * 1. Others interested: Rey and Tanya
		1. Received a contract from Heartshockers about ACLS/PALS, but according to SLD advisor student orgs can’t make contracts
			1. We can still set up ACLS/PALS
				1. October or November?
				2. Try for October b/c many new grad programs’ application periods are Nov/March
				3. Darian will email rep from HeartShockers
		2. Mixer with other CNSAs?
			1. We have contacts with Mount St. Mary’s, SDSU, Concordia, CSUF, Golden West – those who know them, ask!
		3. Haven’t received stethoscope money yet, but contacted them and they said it takes longer because we had orders with personal checks. Will continue to follow up
		4. Beach Recovery
			1. New program to support students in drug/alcohol recovery here on campus
			2. Darian has flyer and contact info for program if desired
	1. *Vice-President*—Christina DeRobertis
	2. *Treasurer*—Annie Kao
		1. Needs to complete fiscal training
		2. Reimbursements for events
			1. Keep original receipts!
			2. Need to fill out a reimbursement form and have Annie or Darian sign it
			3. <$100 cash reimbursements
			4. >$100 check reimbursements
			5. Don’t forget to make sign-in sheet for all events! Necessary for reimbursement.
		3. Financial Report:
			1. Balance: $5,541.44 (plus petty cash)
			2. Revenue: $ \_\_\_\_\_\_\_
	3. *Secretary*—Jacquline Hurtado
		1. Room reservations are through Jackie
			1. Committee Directors, requests **1 month prior is ideal!**
		2. Attendance
			1. Make sure to sign in
			2. Make sure to put a sticker by your name
			3. Many people have missed 2-3 meetings, which disqualifies you for a prize at the end of the semester
	4. *Student Advisor*—Brett Quarles [Jamie DeLuna]
		1. Suggests to stay involved with organizations that keep your passion alive
		2. YouTube: Bucket List Project Long Beach Memorial
		3. Fundraiser for Bucket List Project
			1. Sat Sept 13th, Old Ranch Country Club – silent auction, food; **$75**
	5. *Faculty Advisor*—Sharon Konrad
		1. Faculty Meetings
			1. Undergraduate Faculty Meetings, 2nd Wednesday of month
			2. Full Faculty Meeting, 4th Wednesday of month
			3. Committees, 1st or 3rd Wednesday of month
			4. \*\*Email Konrad with who is attending each week – she will send you the agenda and time/location
			5. 2-3 students per meeting, dress professionally, no cell phones
			6. Next meeting: Sept 10th 1:30pm – Brooklynn, Chad, Heather
		2. Flu Shots
			1. Students get them free on Fridays at Student Health Center

**Director & Committee Report**

* 1. *Fundraising Director*—Diana Park
		1. Looking for two fundraising committee appointees
			1. Class reps please announce this to your classes
		2. Fundraising ideas?
		3. Taking over apparel orders
			1. Recommended by former CNSA presidents to buy shirts through the bookstore – Diana is looking into this
	2. *Legislative Director*--- Emily Smith
	3. *Membership Director*—Andrea Centeno
	4. *Public Relations Director*—Nell Dangcil
		1. Send Nell information about your events, so he can post them on Facebook or around the School of Nursing
		2. Just a reminder The Maxson Center (3rd floor of USU) provides paint and butcher paper to clubs for free, so they can make posters to promote their events
			1. Please take advantage of this resource
		3. Brooklynn made a CNSA newsletter – she and Nell will collaborate
			1. Email, post to FB, print 20 copies to distribute around SoN
				1. Darian will put on FB, Nell will print and distribute
			2. Newsletters can be done bi-monthly with student submissions for articles
			3. \*\*Reps: announce to classes that we’re looking for November submissions – will count toward points for Class Competition
				1. Nursing or school-related! Send to Brooklynn or Nell.
			4. $10 recurrent budget request for bi-monthly newsletter – **approved**

**Committee Reports**

* 1. *Student Support*—Andrea Seu
		1. Tanya will send Andrea blurb about Mentorship Program for display cases
		2. September is Childhood Cancer Awareness Month and Childhood Obesity Awareness Month and Suicide Awareness Month
		3. Happy Hour
			1. 2nd and 4th Monday of the month
			2. 12-1 pm in the Glass classroom
			3. **1st coffee hour is Sept. 8th**
			4. Budget: $30 (per Happy Hour) = $60 – **approved**
			5. Will look into changing to day of week where more 1st sem students can attend; 2nd week on a Tuesday/4th week on a Friday?
		4. Soroptimist house mixer
			1. Monday, September 15th at 12-1pm
			2. Konrad will ask clinical instructors to schedule lunch breaks 12-1
			3. Budget:
				1. $102 (tables, chairs, the building rental)
				2. $148 food (pizza, chips, drinks)
				3. $250 total – **approved**
		5. Bowling mixer
			1. Friday, September 26th at 7-9 pm
			2. USU Bowling Alley
			3. Budget:
				1. $149 ($55/hr and $13/hr to pay the employee who runs the alley, need to pay for 30 min before event and 30 min after)
				2. $51 food – can we do home-cooked food? Darian ask Matt.
				3. $200 total – **approved**
	2. *Mentorship*--- Tanya Jilkevorkian
		1. Mentorship Program
			1. We have enough trimester mentors, but we need more semester mentors, 3rd or 4th semester students needed
				1. Class reps please announce the need for mentors to your class
				2. Please contact Tanya, at 626-433-7014, if you are interested in being a mentor
				3. 2nd semester CNSA members interested in mentoring – Tanya will send sign-up sheet to reps
			2. Will be visiting 1st semester class on Tuesday, Sept 9th and Friday, Sept 12th if anyone wants to go with Tanya – Nell will attend
			3. Will have Happy Hours dedicated to mentor/mentee meet-ups
			4. Idea: Hotline of student volunteers available – will post on CNSA bulletin boards and email out; if interested, send name/# to Tanya
		2. 1st Semester Care Plan Workshop
			1. 2nd or 3rd week of October
				1. When do the first semester students start careplanning?
			2. Need to reserve a room
		3. 3rd Semester Informal Care Plan Workshop
			1. Help 3rd trimester and semester students with narrative pathos for critical care
			2. Wed, Sept 10th and Sat, Sept 13th
			3. Location TBA
			4. Alternative is to refer students to CNSA hotline and Happy Hour
			5. Opposed: off the floor – students may coordinate outside of CNSA
	3. *Professional Growth and Development*—Katie Sidman
		1. Received contact information for Army and Airforce recruiters
			1. Are we interested in hosting an info session for this?
		2. Are we planning on doing a Resume Workshop/Mock Interview Workshop? – Aimed toward 5th/6th students
			1. Resume Workshop in October after midterms
			2. Mock Interview in November
		3. How to Get a Job
			1. New grad panel of 4 (3)
			2. Thursday, September 18th at 1830-1930
			3. Nursing Room 62
			4. Budget: $80 (snacks, drinks, supplies) – already approved
			5. Class reps please announce this to your classmates!
		4. Nurse Recruiter
			1. Susanna Mortimer
			2. Olive View / Harbor-UCLA Medical Center
			3. Thursday, September 25th at 1830-1930
			4. Nursing Room 64
			5. She is providing us with a presentation on LA county hospitals such as Olive View, Harbor UCLA, etc.
			6. Any semester student can attend, may bring resume/cover letter
			7. Budget request: $40 for snacks, thank you gift for Susanna – **approved**
	4. *Community Service*—Brooklynn Fay
		1. CNSA Newsletter
		2. AHA Heart Walk
			1. Sunday, September 14th
			2. Rainbow Lagoon Park, Shoreline Village
			3. Registration begins at 0800
			4. Volunteers needed to walk and run our BP booth
				1. Should CNSA invest in buying an electric BP cuff?
			5. Join our team: Long Beach State CNSA
			6. Selling red ($1), silver ($3), and gold ($5) hearts for donations
				1. Please help cut door hanger signs during the meeting
			7. Contact Brooklynn if you are interested in volunteering
				1. Reps: announce in classes for heart sales and volunteers
				2. Brooklynn will send out GoogleDoc for volunteers
			8. Budget request: $30 for décor/stamps – **approved**
	5. *Breakthrough to Nursing & Pre-Nursing*— Brittni Bohan & Jackie Mckenzie
		1. General Information Session for Pre-Nursing Students
			1. Wednesday, September 10th at 5pm
			2. Location: CBA 140
			3. Topic: application process and what being accepted is like
			4. ~~Budget: $40 (snacks, waters)~~ – chose to rescind budget request
			5. Panel: Chad, Nell, Rey, Katie (1800-1830)
		2. Pre-Nursing involvement
			1. Can bring CNSA apps to Info Session
			2. Committee should coordinate Pre-Nursing specific events
		3. CNSA Membership
			1. **Revisit next meeting:** how to involve general CNSA members??
	6. *University Involvement*—Bernadette Tomas
		1. Information Fair at CSULB's 2nd annual Health and Safety week, "Living Well @ The Beach
			1. Monday, October 20th
				1. Information fair
				2. Booth with BP and BMIs
				3. More info to come
		2. CHHS Student Council Meetings
			1. First meeting Sept. 8th at 12:30 pm in USU 306
				1. Bernadette will be attending
				2. Meetings are 2nd and 4th Mondays of every month from 12:30-1:30pm
			2. Open positions (email Manuel Nieto @ manuelnieto@gmail.com)
				1. President
				2. VP
				3. Secretary
				4. Fundraising Chair
				5. Webmaster
				6. Community Outreach
		3. Still working on setting up a student nurse internship/volunteer position on campus
			1. Most likely will be with SHS or the Human Resource Center
1. New Business
	* 1. Sigma Theta Tau
			1. Dialogue of Caring
			2. Tues Sept 23rd, 6-8pm @ Soroptimist House
			3. Free dinner!
			4. iotaetachapter@gmail.com to RSVP
		2. Nursing Fitness Day!
			1. Date: Sunday, October 26th
				1. Time: Meet at 0700 at CSULB in the School of Nursing parking lot to drive to the trailhead.
				2. Trail: Sturvent Falls
				3. Mileage: 3 miles or 14 miles
				4. Contact: Suki Smith, susannasmith23@gmail.com, (949) 374-8284
				5. Any and ALL nursing students!
		3. Japanese Nursing and Pharmacy Student Mixer
			1. Friday, September 12th, 2 pm-4pm USU-304
			2. It's free to sign up AND you get a $50 Shinsengumi certificate!!!!
			3. I shared this is UCI Pre-Pharmacy club, so you might meet UCI students as well
			4. RSVP: Chizuru Vancil
				1. chizuru@lighthouse-ce.com
				2. (310) 782-1290
	1. Code Blue with Jay
		1. New dates for September, Wednesdays
		2. Tell Suki Smith if you or your peers are interested
2. Old Business
	1. Stethoscope distribution
	2. Week of Welcome
		1. Great first event Brittni and Jackie!!!
3. Adjournment at \_**7:15**\_\_
4. Next meeting October 5th at 5pm in Room 66