



*MUNSS Meeting Minutes
6:30pm-8:30pm, February 6, 2017
McMaster University HSC 2J13*

Call of the Role

Present

Anmolpreet Kaur (President), Lois Chui (VP-McMaster), Amanda Todd (VP-Mohawk), Leighanne Swance (VP-Conestoga), Jessica Hill-Porter (Executive Assistant), Joyce Ng (Finance), Maryam Salik (Education-Mohawk), Shivani Patel (Communications), Heather Buchanan (CNSA OD-Conestoga), Hannah Cross (CNSA OD-McMaster), Thomas O’Handley (CNSA OD-Mohawk), Kayla Bradley (Level 1-McMaster), Lou Ginne Avancena (Level 1-Mohawk), Grace Sinke (Level 1-Mohawk), Andrea Rideout (Level 1-Conestoga), Adriana Tugg (Level 2-Mohawk), Laura Chapman (Level 2-McMaster), Shirwa Geele (Level 2-McMaster), Jessica DeBackere (Level 2-Conestoga), Rachel Rowney (Level 3-McMaster), Alison Langendoen (Level 3-McMaster), Brianne Flowers (Level 3-Conestoga), Caitlin Devries (Level 3-Conestoga), Zoe Waller (Level 4-Mohawk), Katie Labron (Level 4-McMaster), Nikki Berza (Level 4-McMaster), Josh Enzlin (Accerlated), Alexandra Dandy (CNSA AD-Mohawk), Vigne Sridharan (CNSA AD-Conestoga), Mary Attalla (Awards and Scholarships), Joseph Fan (Social Co-Chair-McMaster), Sarosh Karma (Social Co-Chair-McMaster), Kelly Long (SRA)

**Faculty
Absent**

Ola Lunyk-Child (McMaster)
Dianne DalBello (Conestoga), Cynthia Hammond (Mohawk), Shannon Forbes (Education-Conestoga), Mira Sayah (Education-McMaster), Sara Rajiwate (Level 1-McMaster), Kristin Greig (Level 1-Conestoga), Megan Pople (Social Co-Chair-Conestoga), Aidan Nitz (Level 2-Conestoga), Sophie Lapierre-Green (Level 3-Mohawk), Dallas Miller (Level 4-Conestoga), Ashlyn Baer (Level 4-Conestoga), Hilary Sudar (RPN-BScN-Conestoga), Christina Pastore (RPN-BScN-Conestoga), Bailey Rogers (RPN-BScN-Mohawk), Cara Peters (RPN-BScN-Mohawk), Sharon Nwamadi (RNAO-Hamilton), Lawson Sherwood (RNAO-Kitchener-Waterloo), Rebecca Crawford (CNSA AD-McMaster), Allisa Ragnanan (SRA)

Start of the Meeting

Motion	To start the meeting at 6:39pm
Motioned By	Jessica DeBackere (Level2\ 2 Representative)
Seconded By	Leighanne Swance (Vice-President)
Motion Conclusion	Passed by general consensus

HESI

- Is a mandatory written exam in N4K10 and is currently is not an graded examination, which means success or failure does not indicate if a level 4 student passes professional practice “clinical”. There are other schools that have implemented the HESI as a mandatory graded exit examination and that is being looked into as students are very concerned.
- In the past, the HESI was an optional through continuing education as a resource level 4 students could utilize in preparation for the NCLEX. However, last year the HESI was incorporated in the “NCLEX Plan” and transitioned into a mandatory examination.
- The HESI is an expense that the School of Nursing pays and it only seems reasonable to continue purchasing a resource that students effectively use.
- Dr. Baxter is asking MUNSS for input on use and effectiveness of HESI in preparing for the NCLEX.
- Feedback:
 - The effectiveness of the HESI should be assessed after the level 4 students complete the exam this year, then compare the results and success rate to last year’s data.
 - The HESI should continue existing as a non-graded examination. It should be seen and treated as a NCLEX preparation tool, the students can utilize when they see fit after graduation. The knowledge set for the HESI should not be expectation of a level 4 at the given time the HESI is expected to be written.
 - Students do think the HESI is a useful resource in preparing for the NCLEX, however it should not determine a student’s eligibility of writing the NCLEX given the timeframe is HESI is set in.
 - Students are concluding that they simply do not have the time to focus on the HESI, given that it is set prior to examination week. It’s hard to prioritize your time towards such an assessment, when there are a lot of clinical hours to ensure are completed and/or assignments that will reflect on their success during the consolidation semester that are worth marks. It would be more beneficial afterward, once students are directing their studying toward NCLEX preparation, which the HESI is geared towards.
 - The HESI does help outline areas of high knowledge and areas of that require more attention in knowledge, guiding students in their studying, which as stated would be more beneficial when students are putting their energy in preparing for the NCLEX.

- Fast-tracker students who have completed the HESI have agreed that the HESI is a useful resource, however less than 20% of students check results. Mainly the reason is students forget where and when to locate the results. A reminder email is something that should be implemented with a link to the results page. Issues in interpreting the results are a concern as the results are lengthy and difficult to comprehend. Since the HESI is a computerized exam, there were issues of students being unable to complete the HESI due to technical difficulties. If the HESI were to continue this needs to be resolved or improved.
- For the HESI to be graded it seems infeasible because for an examination to have a weight/percentage toward a student's grade then it should either cover McMaster's curriculum or the curriculum incorporate all the testable content that is within HESI, which is not realistic.
 - It is questionable whether or not it can be implemented within the examination period as it is not currently graded.
 - Also concerning that it's not a McMaster written exam, so it probably would not be allowed during the examination period
- CNSA Feedback:
 - The HESI is causing issues across the province as schools are implementing entry and exit examinations to and from clinical, such as the HESI and assigning grades to them. This essentially is causing negative feedback from nursing students.
 - Students concluded that study for the HESI is taking time away from attending clinical and practicing essential nursing skills as students are becoming expected to pass the HESI examination. Practicing professional skills should take precedent over practicing to answer computerized MCQs. The HESI is only a beneficial immediately after graduation to pass the licensing exam, after that nursing skills are what are required and will be used from there on out. With that being said, once students pass the licensing exam, how beneficial is the HESI?
 - The research chair on the board of CNSA did a literature review of NCLEX preparation resources and the evidence proved studying does increase NCLEX success, however no evidence proved that a certain preparatory resource is correlated with higher success rates. The HESI performance is only correlated to success on the NCLEX because it has the similar format, however success of failure on the HESI is the end-all answer of how student will perform on the NCLEX.
 - VP on CNSA of Board of Directors does not approve assigning grades to the HESI because the school did not develop the exam, therefore they cannot grade content that the school did not teach.
 - The official document from the CASN is pending, but documents from CNSA will be submitted to the President of MUNSS to forward to Dr. Baxter outlining evidence from research. Once the CASN document is approved, that will be submitted to the University as well.
- In Summary:
 - The HESI is seen an effective tool by outlining areas for students to focus

studying.

- Regardless if they have studied or not, it is still helpful in telling them where to focus their studying
- An examination should not be graded unless its content taught within and is comprehensive of the McMaster curriculum.
- Students with greater success with NCLEX are those who engage in computerized examinations throughout the Undergraduate program.
 - McMaster should consider implementing HESI/NCLEX format questions beginning in Level 1 with explanation that is preparatory of the HESI completion in Level 4 and essentially the NCLEX. This needs to be promoted throughout all levels and streams.
- Research data from CNSA will be forwarded to the university in regards of the HESI examination.

Zambia Donation Proposal

- Currently MUNSS have \$1200.00 remaining in this year's budget for donations.
- A McMaster student completed a Global Health Placement (last semester) in Southern Zambia at the Macha Mission Hospital. While working on the pediatric ward, the student recognized some of the hospitals greatest needs, some that can easily be resolved.
- The student, on behalf of Macha Mission Hospital, is requesting \$500.00 to refurbish the pediatric ward at the hospital to improve pediatric patient health and experience.
- The hospital cares for over 30,000 patients each year with Labour and Delivery overseeing 1200 operations, however the pediatric ward is in complete disarray.
- The funds would be off-setting the cost to refurbish the hospital, which currently has a budget of: \$900.00 for paint, \$150.00 for equipment, and \$400.00 for labour.
- Research: pediatric patients are more sensitive to their environments therefore sanitary and positive environments, ultimately, improve patient outcomes.
- Macha Mission Hospital has served as a place of learning for nursing students studying aboard and this is an opportunity to give back to a facility that has offered practice to McMaster students.
- Feedback:
 - Keep in mind MUNSS currently has a remaining budget of \$1200.00 and there may or may not be more donation proposals presented to MUNSS throughout the year.
 - However, since the year is ending, the remaining budget should be directed toward Macha Mission Hospital because it is such a meaningful donation. It will not only have a tremendous impact for students seeking a global placement, but the local workforce as well. Repairing the hospital will provide an opportunity of employment for residents and having a refurbished pediatric ward will lead to improve healthcare in that region, which as mentioned, is what the B.Sc.N program strived for. It will only reinforce the mutual relationship McMaster has with the hospital.

- MUNSS would like a follow-up from the hospital to illustrate the improvements and the transition of change.
- MUNSS should cover the cost of labour and equipment since it is feasible given the budget remaining. At the end of the academic year, the student should be contacted if further donations can be directed to the Macha Mission Hospital permitting if there are remaining finances in the MUNSS donation budget.

Motion	Donate \$550.00 to Macha Mission Hospital in Southern Zambia to cover the cost of labour and equipment to refurbish the pediatric ward.
Motioned By	Grace Sinke (Level Representative)
Seconded By	Jessica DeBackere (Level Representative)
Motion Conclusion	Yes: 14, No: 0, Abstained: 0 → PASSED

Updates

- CNSA
 - CNSA act as the national voice for Canadian nursing students. CNSA is a membership based organization that collects student fees for membership within chapter schools, which McMaster is currently. Delegates from chapter schools are required to be a nursing resource for students, influence innovation toward social justice in the nursing curriculum and profession, and network to further professional relationships.
 - Recently McMaster University delegates brought forth issues such as the NCLEX and HESI on behalf of students at National Conference.
 - CNSA was the first nursing organization to create a specific director to have voting rights in Canada for indigenous representatives. This position will create a voice for Aboriginal students, improve communication of reservation to off-reservation campuses, and put forth awareness of issues impacting indigenous populations for over 150 years. CNSA also put forth resolutions to promote synergy between the RN and RPN students to ensure nursing students and nursing graduates understand the role of each position within the health care setting. There was also a resolution put forth for the LGBTQ2+ community to encourage awareness for LGBTQ2+ patients and healthcare workers.
 - CNSA also unanimously voted on GOSNN which is the global organization for student novice nurses. A novice nurse is a recent nursing graduate that has begun their nursing career within the last 5 years. This organization has delegates from around the global and participate in the peer membership program. Where nursing students from different regions of the world remain in contact with each other and mentor each other. It is important to note that other health care programs for pharmacists and physicians have these types of programs implemented within their global organizations.
 - CNSA primary method of communication is through conferencing which includes the regional conference for Ontario and Quebec to discuss regional issues and

budget and national conference for discussion for all Canadian issues within the country. Level 3 and 4 students can attend conference through a proposal with their respective clinical tutor outlining how attending conference will contribute to the student's learning.

- CNSA does possess its own legal body known as a National Assembly that documents all formatted motions into legally binding documents that will be carried forward to CNA.
- A motion was made to determinate CNSA's contract with Lippincott beginning February 1, 2017. There was no evidence supporting Lippincott as the best resource for students to study with for the NCLEX. Lippincott is also a costly resource that has no preparatory materials available in French. CNSA cannot support a resource that is not inclusive of the bilingual status of Canada. CNSA will develop a comprehensive list of recommended NCLEX preparatory material that will be available on the CNSA website for students. This motion to terminate the contract with Lippincott was made by Mohawk's official delegate Thomas O'Handley. In order to support a single resource, there must be evidence to do so. By terminating the contract CNSA delegates are no longer required to support Lippincott as the best primary resource for NCLEX preparation. Instead delegates can direct students to multiple resources that are appropriate for each individual student and their learning needs. The list that will be available on the CNSA website will have detailed descriptions of each resource with the corresponding cost. Students study and learn best with their preparatory material, thus reasoning the termination of the contract.
- On the final assembly day, CNSA delegates decided to write a letter, while it was pre-written, the delegates were encouraged to write letters to their own provincial CNA representative and CCNR delegate to encourage inclusion of Canadian content on the NCLEX such a global health, French material and aboriginal health. All students and CNA members are asked to send letters and sign petitions supporting this change. The NCLEX contract ends in 2020 and will be renewed unless the contract is called to go under review. By voicing concerns and essentially making noise about the NCLEX will put the contract under review, without this "noise" the NCLEX will continue for another 5 years.
 - It was also suggested that as a nursing student society, that a letter is developed outlining CNSA research in regards to making the NCLEX more Canadian to the Kitchener-Waterloo and Hamilton RAO representatives.
- The public are welcome to attend CNSA conference workshops and sit in on National assembly excluding the budget review. Conference fees for the 2016-2017 academic year were approximately \$95.00-185.00 depending on when individuals register (closer to the date of conference the higher the fees).
- Finance
 - Received feedback from the McMaster Finance affiliates stating that there was an error in MUNSS's constitution. Constitution currently states that full-time students are to be charged \$35.50 and part-time students are to be charged \$18.25 in society fees. However, this year the fees changed to full-time students

paying an increased amount of \$36.10 and part-time students not paying any society fees. This change was never brought to MUNSS attention and currently the program director is investigating where and when the change was taken place.

- Until the situation is resolved MUNSS will not receive their society fees and will currently be running on surplus for events.
- This situation and investigation is out of MUNSS control and as a society we must wait for answers and clarification before changing constitution in adhere to University policies.
- Education
 - Core elections opened February 6th and campaigning will begin February 13th for those positions that required to go to a vote. Voting period will begin February 20th.
 - The Tobacco cessation workshop will occur on February 27th from 6:30pm-8:30pm at McMaster University (room TBA).
- VP
 - From three sites, VP's would like to thank all executives that volunteered their time to help with MUNSS day. Each site was very successful in their events and executives truly demonstrated the meaning of teamwork.
- Social
 - Currently there is less than 100 tickets left for Nursing Formal.
 - A coffee house will be occurring prior to formal with a mask making activity.
 - MUNSS social is currently being planned. Social executives would like members input on the type of social event that should occur.
 - The possible options are Snooties, Boston Pizza, or wine and cheese night. Based on general interest from the MUNSS executives present, it appears the event will occur at Snooties. A poll will be posted within the executive group to confirm interest and number of attendees.
 - The date for the event will occur after a MUNSS meeting due to prevent conflicting dates with other MUNSS events.
- SRA
 - SRA elections are open. Interested students are asked to pick-up an application form at the MSU office or online, forms will be available until February 28th. Voting will begin March 7th and continue until March 9th.
- Level 1
 - Relay for Life Donation box was dropped off at Ewart Angus for MUNSS day, which collected a total of \$20.00 of donations.
 - Level 1 representative asked family company if they would be interested in donating to Relay for Life and the company donated \$200.00. As of right now, MUNSS has approximately \$720.00 in donations for Relay for Life.

Policies and Procedures

- Article V: Elections
 - General Elections

- 4. Campaigning Materials
 - Section A:
 - Change: “Campaign Materials may not possess the MUNSS logo or symbol” to “Campaign material may possess the MUNSS logo or symbol with approval by the elections convenor”.
 - Section D:
 - Change: “Facebook” to “Social Media”
 - Section E:
 - Change: “Facebook groups must provide a link to the MUNSS Facebook group” to “Social Media groups must provide a link to the MUNSS Facebook group or website”.
 - Add: “to create” after Candidates are permitted
- 5. Election Period
 - Section A:
 - Add: “when possible” after MSU Election services
 - Change: “as well as” to “and”
 - Add: “through” after MSU Election services when possible and
 - Add section A(i): Email ballots must be sent through an official University email.
 - Section E:
 - Core executives will develop a Confidentiality Agreement to correlate with policy.
- Special Elections
 - 1. Delayed Nominations
 - Remove: Sections A, B, and C
 - 2. Vacated Positions
 - Change: “Vacated” to “Vacant” (carryout through section)
 - 3. CNSA Official and Associate Delegate Elections
 - Section A:
 - Change: “The Official Delegate to be elected” to “One Official Delegate per site is to be elected”
 - Section B:
 - Change: “Once the Official Delegate position is filled, the Associate Delegate positions will be opened to the two sites (one from each site) from which the Official Delegate does not attend...” to “Once the Official Delegate Positions are filled, the Associated Delegate are to be elected during the general executive elections”
 - Remove: Ensuring representation of three McMaster/Mohawk/Conestoga sites on the CNSA team
 - Remove: Section C

- Article VI: Meeting Procedures
 - Regular Meetings
 - Section 2:
 - Remove: “Meeting agendas and corresponding documents shall be posted in the MUNSS Avenue2Learn Discussion Board 2 days before the scheduled meeting”
 - Change: secretary@munss.ca to executive.assistant@munss.ca
 - Add: “Upon request, an agenda can be provided 2 days prior to the scheduled executive meeting” as the last sentence in section.
 - Section 3:
 - Change: “Meeting shall commence with a role call of all present individuals and there Executive positions” to “Role call will be completed in the form of an attendance sheet”
 - Section 5:
 - Change: “The Secretary shall” to “The Communications Chairperson shall”
 - Change: “The minutes shall be approved by the Executive at the following meeting” to “The minutes shall be approved by the President following meetings”
 - Change: “Any discrepancies shall be noted at the beginning of the following meeting” to “After posting, any discrepancies noted shall be brought to the attention of the Executive at the next meeting for discussion”

End the Meeting

Motion	To end the meeting at 8:33pm
Motioned By	Jessica DeBackere (Level Representative)
Seconded By	Bailey Rogers (RPN-BSCN Representative)
Motion Conclusion	Passed by general consensus

Meeting Adjourned