*MUNSS Meeting Minutes*

 *6:30pm-8:30pm, Monday October 30th, 2017*

**Call of the Role**

**Present** Thomas O’Handley (President), Adriana Tugg (VP Mohawk), Andrea Rideout (Executive Assistant), Bethany Greathead (Finance), Mary Attalla (Education – Conestoga), Micah Zagala (Education – McMaster), Sarah Vance (Education – Mohawk), Riley Rooseboom (Communications), Chloe Norris (CNSA-OD Conestoga), Rebecca Crawford (CNSA-OD McMaster), Ally Dandy (CNSA-OD Mohawk), Kristen Bradley (Level 1 – Conestoga) Emilia Longworth (Level 1 – Conestoga), Josh Gancena (Level 1 – McMaster), Vishnuka Sivapoologasundarum (Level 1 – McMaster), Kathy Truong (Level 1 – Mohawk), Cheskazia Loyola (Level 1 – Mohawk), Monika Socha (Level 2 – Conestoga), Victoria Stancheff (Level 2 – Conestoga), Priyanka Jani (Level 2 – McMaster), Andrea Wasyleczko (Level 2 – McMaster), Alexandria Nunes (Level 2 – Mohawk), Jessica Debackere (Level 3 – Conestoga), Laura Jakobsen (Level 3 – Conestoga), Andrea Katona (Level 3 – McMaster), Alison Bone (Level 3 – McMaster), Monika Manapul (Level 3 – Mohawk), Amanda Mascarenhas (Level 3 – Mohawk), Brianne Flowers (Level 4 – Conestoga), Kelsi Kaufhold (Level 4 – Mohawk), Sophie Lapierre-Green (Level 4 – Mohawk), Josie Smith (RPN-BScN Mohawk), Janet Zann (Accelerated), Megan Haviland (Accelerated), Lili Bereseau (CNSA AD Conestoga), Jennifer Du (Awards and scholarships) Alysha Mattos (RNAO – Hamilton), Vigne Sridharan (RNAO – Kitchener), Kayla Bradley (Spirit Wear), Megan Pople (Social co-chair Conestoga), Bailey Jeson (Social Co-chair McMaster), Kimberly Harrison (Social Co-chair Mohawk), Sharon Nwamadi (SRA)

**Faculty** Dianne Dalbello – Conestoga, Cynthia Hammond – Mohawk, Tracey Jewiss – McMaster

**Absent** Laura Chapman (VP McMaster), Caitlin Devries (Level 4 Conestoga), Jessica Hill Porter (Vp Conestoga), Laura Jakobsen (Level 3 – Conestoga), Nadia Colacitti (Level 4 – McMaster), Marian Hussein (Level 4 – McMaster), Rachel Spencer (RPN-BSCN Conestoga), Christina Pastore (RPN TO BSCN Conestoga), Grace Terry (RPN TO BSCN Mohawk), Joshua Enzlin (CNSA AD – McMaster), Dana Genkin (CNSA AD – Mohawk)

**Guests**

**Start of the Meeting**

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| Motion | To start the meeting at 6:33 pm |
| Motioned By | Level 3 representatives |
| Seconded By | Level 4 representatives |
| Motion Conclusion  | Passed by general consensus  |

**LEVEL 3 BUDGET PROPOSAL FOR NURSING GAMES 2018**

* The nursing games for 2018 will be held t the University of Windsor on the weekend of March 23rd to the 25th
* The itinerary for the weekend is still being finalised but what the representatives know so far is that Friday will be used primarily for registration, a dinner and a social event that is yet to be announced, and the plans for the rest of the weekend are still to be worked out.
	+ Everything marked in blue on the itinerary plan is included in the price that the students are paying for registration including:
		- Saturday breakfast, lunch and dinner and Sunday’s dinner
* Registration for each student stands right now at $100.00 per student, and with a team of approximately 30, the total registration fees would come to $3000 for the whole McMaster team.
* The hotel rooms are 175 each, meaning that each student would be required to pay 85$ for both nights.
* Currently the level 3 representatives are hoping to potentially get jerseys for everyone for the event. The approximate cost of the jerseys is $20.95 plus tax per student, so the total would be about $600 for the team jerseys.
	+ The reps are also hoping to fundraise throughout the coming months to offset some of the costs of the jerseys and extra costs.
	+ As of right now, the whole weekend is going to cost each student about $210.
* The proposal is for MUNSS to cover the $100 registration per student, equating to a total of $3000 from the extra MUNSS budget.
	+ Bethany contributed to the discussion saying that after reviewing the extra money left over in the yearly funds, it is very much possible and within our means.
* Last year the registration fee was $90 per student and the games were instead held in North Bay, which compared to Windsor is a smaller city, which would account for the reduced fess. The hotel costs were also cheaper last year compared to this year.
	+ The jerseys are a new idea being proposed by the representatives and was not a part of the budget last year.
		- There was a question raised about the purpose and the use of the jerseys, as the nursing games will provide each team from the schools with event mandated shirts. Although they may be a good idea, some people were wondering about whether or not they are worth the cost as the students would only get to wear them for a short period of time.
		- Last year the planning committee asked the group for a vote as to whether or not they wanted to get the jerseys and the majority of the attendees voted against the extra cost due mainly to the small amount of time that they would be used.
* Last year the proposed budget was $2700, and although this year the proposed amount is a little more, its still very doable.
* Ideally the fundraising would start with the six of the representatives and then once the full team is confirmed, the whole team would work together to fundraise and come up with ideas to make the most revenue.
	+ There were also questions as to whether the team has to be a minimum of 30 people.
		- Yes, otherwise our team would be combined with other teams during the actual event, which isn’t a problem realistically but if we do opt for jerseys, or if we want to remain as our own individual team, 30 is the number needed.
	+ For now, we can make a motion for the proposed registration costs and leave the jersey vote for the new year once we have a better idea of numbers.
* Next year, to avoid the level 3 representatives having to make a budget proposal for the games every year, it will be included in their yearly budget plan at the beginning of the year, so that it is already accounted for at the start of the year
* If the registration fee continues to increase over the years, they will account for that as much as possible in the yearly budgets

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| **MOTION** | Motion for the acceptance and approval of the proposed donated $3000 from MUNSS to cover the registration costs for the 2018 Nursing Games |
| **MOTIONED BY** | VP MOHAWK |
| **MOTION SECONDED BY** | SPIRITWEAR |
| **MOTION VERDICT** | IN FAVOUR – 15AGAINST – 0ABSTAINED – 1 (Level 3)**PASSED** |

**CNSA NATIONAL CONFERENCE BUDGET PROPOSAL**

* This is the budget proposal for the national conference being held in January in British Columbia
	+ The regional meeting was held on Saturday and although there were some adjustments that needed to be made as the teleconference was held through Adobe connect, overall there was a good turnout and the outcome was good.
* ONA – the Ontario Nurses Association raffled off 10 $800.00 scholarships to each school, to be put towards the funding for the national conference attendees.
	+ Because of our collaborative programs and having three sites, we won 2 of the scholarships through the raffle, and also received a third to cover a third students’ attendance to the national conference.
		- Our total coming away from the regional conference was $2400.
* From the bottle drive, the team has raised a total of $180, and this campaign will be ongoing throughout the year.
* The total amount of money that was received from the attendees of the regional conference equated to about $17.00
* The total amount that is remaining in the CNSA budget is $30580, and $8254 is being designated to the national conference as of right now (October 30th)
* Throughout the coming weeks and months, the CNSA team will also be holding number of fundraising and awareness events for students.
* The costs for the Official Delegates and the Associate Delegates are as follows:
	+ It will cost approx. $624 per student for the round trip to Nanaimo, B.C. – equalling $3744 for the whole team.
	+ Two hotel rooms will be $1610 plus tax
	+ Registration costs have not yet been finalised but are guaranteed to not extend past $200
* To cover the entire team – mainly the official and associate delegates for the conference – the total will be about $6554.
* Two scholarship applicant/recipients will also be attending the national conference with the money received from ONA.
	+ The maximum amount that these students will be paying for a round trip flight is 650
		- Plus tax, this comes to approximately $1700
* Based on these numbers and the predicted costs for the conference, as of right now, the CNSA team is not requesting any additional money from the MUNSS council.

**UPDATES**

* LEVEL 4
	+ Sweater sales are still ongoing, and have obviously been impeded due to the ongoing strike. The reps are hoping to finish the sales in 2-3 weeks depending on the numbers and demand
	+ Formal ticket will start in November and will continue until they are sold out or are mostly gone.
	+ Career fair vendors are starting to be contacted and informed of the dates and requirements. This evet has also been approved with EOHSS.
	+ Pinning dates unfortunately have not yet been posted or confirmed yet.
* VP MOHAWK
	+ Reminder that the quarterly reports are due tonight @ 2359 (October 30th)
* SOCIAL
	+ The Ripleys aquarium event is in the midst of being planned, and the proposed date for this event is Saturday November 18th.
	+ The event form for the Ripley’s aquarium itself has been filled out and submitted, and the event has been approved by EOHSS.
	+ The social committee is also going to start fundraising in the hopes of offsetting some of the costs, but as of right now the cost per student is $10
	+ Transportation has also been booked and confirmed for this event.
	+ Fear farm was also a success with almost all of the 20 spots filled with students from all three sites.
* CNSA
	+ The page for the CNSA team has also been revamped on the MUNSS website, and the members are encouraging feedback and input from the students.
	+ Next week the team will be meeting with ONA to strengthen their relationship
		- each month the executive ONA board is requesting an update on their progress and initiatives.
	+ The team is also starting to plan their events for National Nursing Students week.
* SRA
	+ The Yukon health care event is supposed to be happening this coming Thursday but as of yet is unconfirmed; waiting for the student success centre to confirm the event
	+ Once the event is confirmed, registration is no all that important, and students are able to show up and go as they please.
	+ Nurses of McMaster has begun and the campaign will be starting with Tracey Jewiss.
	+ The SRA will also be collaborating with the Education committee to start working on the career panel planned for the winter semester.
* LEVEL 1
	+ The team has finalised their budget and will start working on their plans for the year.
* LEVEL 3
	+ The budget for the nursing gaes has been confirmed and approved, and the advertisements will begin this coming week.
	+ The tentative date for signing up has been put for Next Monday November 6th. Registration to the host school is due on the 28th, but to allow time for processing, the team is going to close registration on Friday November 10th.
	+ The therapy dogs are confirmed for the Conestoga site for the 22nd of November and will be taking place during National Nursing Students week.
* Communication
	+ The social media campaign will continue, and pictures of the Level 1’s and level 2 reps will happen tonight (OCTOBER 30TH)
* LEVEL 2
	+ Last Thursday the team hosted a Halloween themed movie night in Hole in the Wall
	+ Although there was only a turnout of 3 students, it went over well and received positive feedback
		- An idea that was proposed by the SRA to increase awareness and turnout was to maximize the optimal social media posting time, which averages between3-6pm during the week.
	+ The team has also been in contact with Helli for a level 2 pathophysiology review session leading up to the final exam. Helli is hoping that it could potentially be a tri-site review session.
	+ Conestoga is working on their collaboration with the Cambridge self help food bank and will be collecting non-perishable food from level 2 students (@the Aud) before and after the pharmacology lecture.
	+ The next event that the level 2’s from Conestoga are planning is the level 1 clinical review session.
* RPN TO BSCN
	+ They are currently working on hosting an anatomy and physiology review session for December 4th
	+ They are however having some trouble with booking the room, but were advised to go to the booking center in person.
* RNAO
	+ The team is currently working on the Introduction to RNAO for the 1st year students and hoping for the event to take place on the 15th of November. They are still in the process of booking and promoting the event.
		- If first years join by Halloween, their membership for this year will be free, and upper level students are also eligible for discounted memberships if they renew by a certain date – talk to the RNAO committee if interested.
	+ They will be using the promotion of best practice guidelines, based off of the conversations with Tracey Jewiss.
	+ They have gotten in contact with the KW chapter president to talk about recruitment days and initiatives.
	+ There is also a student opportunity for students looking to attend this year AGM; the Toronto (head) chapter is looking to provide some attendees with scholarships in order to help offset some of the costs.
	+ The RNAO is also offering scholarships worth up to $10 000 to go towards various student initiatives throughout the various chapter schools.
		- The head office is also promoting and encouraging students across the different regions to get involved in the may positions that are available.
	+ Although the benefits to students are no necessarily apparent immediately, the information hat you gain from the seminars, conferences, programs and courses can help you with research opportunities in your future career as an RN.
	+ Social media outlets are also the next focus of our RNAO team, including a Facebook page for the collaborative sites.
* EDUCATION
	+ In the process of planning and event centered towards mental health awareness and training and will be done in collaboration with the Executive Assistant.
* ACCELERATED
	+ They have also completed their budget for the year and are now working on the rest of the plans for the term and school year.
	+ The first de-stressing event is tomorrow (October 31st 2017), with all the prep finalised, and are currently in the process of planning a de-stressing yoga/positive mental health event
	+ There has also been discussion amongst many of the accelerated students about possible restructuring of the PBL course, which Tom has been made aware of.
		- They have spoken with Maria Kraft, the program coordinator and they have concluded that although the issues need to be addressed, at this point some of the problems are difficult to navigate.
			* They are advised at this point to redirect any student concerns to Tom and other faculty if possible.
	+ They accelerated team is also advocating for their students to be included in the pathophysiology review as well.
* FINANCE
	+ Beth has received an email regarding our review of engagement, and is predicting that all of the money should be received this week as all of the budgets are completed and submitted.
* PRESIDENT
	+ Starting next week, the current Welcome Week leaders will put out an application to be reviewed and hopefully in the next coming weeks be available to students.
	+ The selection process will begin mid November.
	+ Although some faculty meetings have been cancelled in lieu of the strike, the remaining faculty is still working hard to ensure the best possible outcomes for Levels 1-3.
* SRA
	+ Sharon received an email from the student wellness centre of McMaster and the funding for the smoking cessation event has been approved.
		- This seminar is going alongside the recent decision to make McMaster a smoke-free campus.
		- She will be in contact with RNAO to confirm the details and start planning the event.
			* As Tom and other students were the main causation for the implementation of the smoke free campus, he has many contacts that can assist in the planning of this event, as well as the mental health initiatives put forth by the Executive Assistant and Education teams.

**QUESTIONS**

* What are the facts surrounding a potential strike within the McMaster faculty and other Ontario universities?
	+ McMaster is not unionized, and the official statement that was based on the positive mandate was simply in support of the other schools/colleges/universities that are deciding to strike.
	+ MUFA (McMaster Union of Faculty Association) is not technically a union under standard union definitions, but ensures fair wages and salaries for the faculty.
	+ As McMaster’s hospital is not unionized either, Mac will therefore have no right to go on strike.
		- The DeGroote School of Business may publish articles and discuss the issues surrounding the professionalism and the finances around the strike, but the information posted is not necessarily related to McMasters plans.
* Many students have expressed concern surrounding the lack of extensive advertising for the regional CNSA conference, and are wondering if there are going to be other opportunities for the students who were not able to attend to obtain prize money or scholarships for the national conference.
	+ Although the team has not yet had a chance to debrief, they will be updating students on the additional opportunities that are available to them.
	+ The CNSA board also has many award opportunities, including writing contests that students can apply for that may give them chances to win National conference scholarship money.
	+ Similar to RNAO, there are other positions and research opportunities that students can apply for that may give them extra opportunities.
	+ The debate team for the CNSA national conference is now also accepting applications.
		- Once information on the awards and positions is received, it will all be posted on the MUNSS Facebook page, the CNSA Facebook page and Avenue to learn.
	+ There is also a little bit of leftover money that can be designated towards helping a student attend the national conference is they are willing to cover their own flight or registration.

**End the Meeting**

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| Motion | To end the meeting at 7:30 pm |
| Motioned By | Level 3 Representatives |
| Seconded By | VP Mohawk  |
| Motion Conclusion  | Passed by general consensus |

Meeting Adjourned