



*MUNSS Meeting Minutes  
October 15, 2012  
2J13 Health Science Building*

**Call of the Role:**

**Present**

Rebecca Cosby (President), Ayaan Mohamed (McMaster Vice President), Lindsay Roorda (Secretary), Jessica Amey (Treasurer), Shona Zanyk McCormack (Social Chairperson), Chantel Barry (Social Chairperson), Jonathon Valeri (Communication Chairperson), Claire Wolfe (Welcome Week Co-Planner), Sarah Douville (Welcome Week Co-Planner), Thomas Beattie (CNSA Mohawk AD), Yuna Jang (CNSA McMaster AD), Mathieu Payette (Conestoga CNSA AD), Grant MacNeil (Mohawk Level I Rep), Shannon Laing (Conestoga Level I Rep), Samantha Gibson (McMaster Level II Rep), Rebecca Lisk (Mohawk Level II Rep), Macy Gundran (McMaster Level II Rep), Sarah Douville (McMaster Level III Rep), Erin Niewegloski (McMaster Level III Rep), Maja Bugarski (Conestoga Level III Rep), Mackenzie Peirson (Mohawk Level III Rep), Claire Wolfe (McMaster Level IV Rep), Shane Inconencio (Conestoga Level IV Rep), Mallory Detzler (Conestoga Level IV Rep), Tharshika Sugumaran (Accelerated Stream Rep), Amanda Osmond (RPN-BScN Rep), Chris Wituik (RPN-BScN Rep), Ayaan Mohamed (SRA Rep), Dianne Dal Bello (Conestoga Faculty Rep), Emilie Hay (General Member), Cynthia Hammond (Mohawk Faculty Rep)

**Excused Absence**

Matt Nusselder (Conestoga Level II Rep), Dustin Gibson (Mohawk Education Chairperson), Taylar Divenanzo (Conestoga Level II Rep), Beth Fitzgerald (Conestoga Level II Rep), Melanie Grift (Conestoga Level III Rep), Marisa Kucha (Mohawk Vice President),

**Absent**

Kevin Kim (McMaster Level I Rep), Bernadette Crez (Mohawk Level I Rep), Cameron Morton (Conestoga Vice President), Lisa Platinga (Mohawk Level III Rep), Martina Zvalena (Conestoga Level IV Rep), Sabrina Sacchitiello (Accelerated Stream)

Motion	To begin the emeting
Motioned By	Yuna Jang (McMaster CNSA AD)
Seconded By	Laura Vanhie (Awards and Scholarships Chair)
Motion conclusion	Passed by general consensus

### **Housekeeping and Updates**

#### **Level I**

- first anatomy study session
- Wednesday planned
- Final kinks worked out for final exam
- Spoke to Alison Diamond, she explained how to contact all elvel I at Mohawk

#### **Level II**

- brainstorming
- thinking for next Friday after exam time
- end of November; early Christmas ugly sweater party with potluck

#### **Level III**

- attending meetings
- plan on organising a social for fall maybe winter
- talking about doing nursing games again
- would like to include bridge program in our activities

#### **Point of Clarification**

Nursing games is happening at Windsor this year.

#### **Level IV**

- started to send out invitations for career fair
- sent over 60
- still need to begin a grad committee
- grad photos are organized and planned
- now have a momac rep

Becca:

we were approached by SON to do an information session about the new exams Jeris Pruden for graduates this year, would level IV be willing to organize this?

Answer:

Conestoga is already having an information session by faculty, perhaps we can use that contact.

Jess:

I don't think that this is fair, I believe information regarding the exam is the responsibility of the SON.

Emily:

President and education reps should meet with Olive about this session, I don't believe that this is our responsibility either.

Becca:

I have already spoken to faculty and retrieved a contact, I agree with what is said.

Genevieve:

Perhaps we can meet with them, gather information and help spread information.

Thomas:

Perhaps we can work with faculty in organising the information session rather than running it.

Chantel:

Students may feel uncomfortable receiving information from students who have not seen the exam ever before.

Faculty:

Perhaps we can find a CNO rep to speak to the students about the exam,

Emily

Katherine Thompkins has already attended an information session regarding the exam, and therefore can help with an information session

Becca:

The consensus is that we can work with faculty in sharing information; however this is a faculty responsibility. We can help with advertising and information sharing, and perhaps help with presentation.

### **McMaster Vice President**

- we would like to hold MUNSS day close to formal

### **SRA**

- we have an opening seat for SRA
- this year SRA wants to have a vlog from each faculty, our month will be January and I will be responsible for this

Claire:

Do you have to be a Mac site student to join?

Answer:

I think they may have to, as we are the only faculty that has partnered schools. That will be looked into.

## Education

- looking to organize townhall meetings at least one per term, at each site
- conestoga town hall is organised for Wednesday already
- We are looking into Level IV specific and general meetings
- We have been doing surveys the past couple weeks, the top were
  - o Skills refresher
    - Working with Elaine
    - Having students help with running sessions
    - Running through all skills from all levels in different sessions
    - Each volunteer would have one topic to teach
  - o Careers
    - Perhaps a guest speaker to touch on different fields in nursing
  - o Nursing Leader Guest Speaker
    - Dustin is looking into getting a nursing leader to speak
    - If GUNI is running an event as such, we will donate a portion of our budget to them
- helping RNAO with BPG coming up
- Cap stone conference; faculty (Luella) would like MUNSS to run an event to show research projects and other; this is run each term. Perhaps this can be a Level III event

## CNSA

- 16 people will be attending the regional conference
- Looking forward to speaking to this new exam
- Nationals: we are looking to speak to counsel about getting at least one person per member to attend
- Awards will be given by CNSA to reduce cost
- January 23<sup>rd</sup> – 26<sup>th</sup> at Dalhousie

Accelerated:

How do clinical hours play into attending the conference?

Answer:

we are looking into actual amounts of hours, it may be different for each level. Last year it was spoken about and agreed upon by each tutor. The information will be posted. In the past it counted as 12 hours.

- Thomas is looking for a donation or to purchase swag or old MUNSS stuff

Becca:

How does orientation feel about donating swag?

Answer:

Sarah and Claire: We will donate old swag and put together appropriate gift bags to donate to CNSA.

Motion	To donate old swag to CNSA to create a gift bag
Motioned by	Laura
Seconded By	Education
Motion Conclusion	13 For 0 Against 1 Abstention

**Orientation**

- we have received our shirts for those who did not receive their T-shirts
- Conestoga's will be delivered
- Sarah and I are organizing when students can pick them up
- We are also still selling swag
- We are going to post on MUNSS and facebook groups with pickup times
- Mya will do conestoga

Becca: Please make it clear that these are T-Shirts ordered on faculty day

- we have been trying to get into contact with Olive about the T-shirt extra costs
- there was confusion with light tower from faculty night, the invoice was sent to the wrong e-mail. However now we are looking into the mistake and it is being solved

**RPN-BScN**

- would like to create an information board in F wing in IAHS
- we would like to organize a vein puncture information session
- at the end of the term we would like to roganize an anatomy study session, as well as a pathophysiology session next term

**RNAO**

- we've been talking to people about planning workshops, and have begun the process
- in second semester we will be looking into a resume writing/ interview skills workshop
- first semester we are planning a workshop, but still looking into contact information

Shane:

Why isn't RNAO coming to our career fair? Do we have any contact information?

Becca:

It would be someone from home office from RNAO that would come to the career fair, our contact information are just our Hamilton chapter contacts. We will find out the reason why RNAO is not attending.

**Social**

- got the photobooth guy booked, he will also be doing nice photos before formal
- we've been working with Engineering about their Halloween event, looking to finalize things by the end of the week. They are looking into Dirty Dogs.
- We cannot guarantee a bus for Conestoga because it is an engineering event
- Please e-mail social by **Wednesday by 5:00pm** with contact e-mails if you are interested in joining social committee

Becca:

Just a reminder to **join your committees**, once those positions are filled we can post committee lists on Avenue to Learn on the MUNSS discussion board. General public is open to join these committees as well

### **Uniforms**

- going to stick with Wilson and Wilson
- looking into tumblr cups for swag, and can be personalized
- going to get in touch with the woman who makes them to see if we can get male nursing cups

Laura

When are you planning on selling the uniform?

Answer:

Likely around MUNSS day and spirit wear day. I would like to have a strict list of all the orders by the end of this semester. We are looking into organizing an alternate date to MUNSS day to order swag if people cannot attend

### **Accelerated**

- have brainstormed ideas for new social events

Question:

We are unsure as to how it works with social committee?

Answer:

we would like you to work with us as a part of our committee

- we would like to host an information event for undergrads for those who are interested in switching into the accelerated program
- we would like to have an exam destressor close to exam time, perhaps yoga
- we thought about a bake sale around holiday times. Perhaps Halloween, the purpose is to raise awareness of who we are as well as to raise some money
- we would like to organize the bake sale with another charity
- we thought about a movie night/ pub night to allow people in the program to see each other and know each other outside of school
- academic wise; two members of the accelerated program are attending CNSA conference to encourage people to attend the national conference.; we would like to have them organize some sort of information session

Jess:

You could do a holiday movie !

Answer:

Yes, perhaps we can serve hot chocolate or something related.

- accelerated members are interested in attending formal

### **Awards**

- have been in contact with faculty about meetings
- ideas about an awards information night to learn about awards offered through Mac, external organizations, etc.
- appreciate all the feedback, and looking for a little bit more

Question:

What awards have been in the past?

Answer:

MUNSS has awards about community involvement, a level IV award, etc. I would like to open up application by the beginning of next semester.

Question:

Where are the application posted?

Answer:

Avenue to learn discussion boards, perhaps facebook. Level Reps will be asked to spread the news.

Becca:

We will talk to Ed about posting in the general board about applications for MUNSS awards

### **Treasurer**

- just waiting on a cheque
- no further updates

### **Communications**

- forwarded suggestions for the website
- still in the fixing up process
- we are hoping to see the website by mid November

Genevieve

We have been using facebook McMaster year groups, are most of the sites in these groups?

Answer:

Yes, however RPN-BScN and accelerated have their own facebook groups.

- looking into a convenient way to post on the MUNSS webpage on facebook
- also looking into convenient ways to post on the new MUNSS website
- can we please send all information to the MUNSS facebook page, please send the information through a message to the page

Question:

McMaster Life Science Society is wondering if we are interested in being at their event at Club 77, money is going to an Autism charity. How do we feel about advertising for this?

Sarah:

We might have better turn out and feedback if we stick to one event, ie the engineering event.

John:

I have a contact for Club 77 and offered to run a nursing event

Yuna:

Could we make that a fundraising event?

Answer:

I would like to keep it as a social event, perhaps for frost week.

Sarah:

John, you should approach social about planning this. Perhaps push that to next semester.

Becca:

With the Life Sci, we made the agreement not to post about non-nursing related events. We should not be selling tickets for them and not something to advertise directly.

Sarah:

Are we allowed to advertise about the Halloween event?

Answer:

Yes, as we are directly assisting in planning of the event and have had a long standing relationship with the engineers.

Answer:

We will not be participating in the life sci event because we are already committed to the engineering Halloween event

**CNSA Update**



- so much money is involved with going to CNSA, we would like to propose a CNSA fundraising committee. Those who join the committee will have an equal distribution of money among the members of committee

Laura:

There is already supposed to be a CNSA committee, however it was omitted last year

**Point of Clarification:**

The money that was fundraised by the committee will be a separate pool than that is donated from the SON

Shane:

Would the donation of from the SON go right to the committee?

Answer:

No it would be separate.

**GUNI**

- GUNI is not recognised as a official McMaster MSU club this year, and is not affiliated with GUNI
- They are having difficulty with opening a bank account
- We are asked to write a letter to recognise that this is a real club, however we are going to be a responsible head to the account and open an account in our name

Jess:

I am comfortable with having this extra account

Laura:

Is it going to be on paper that GUNI would be financially accountable?

Answer:

Yes we can do that it is so needed.

Laura:

I think a good idea is to formulate an agreement between GUNI and MUNSS

Becca:

I will formulate a letter, and we can vote next meeting about the letter.

**Important Dates**

October 29<sup>th</sup> - 7:00pm at McMaster

November 12<sup>th</sup> - 7:00pm at McMaster

November 25<sup>th</sup> - 7:00pm at Conestoga

Monthly Updates – due to VP on the 20<sup>th</sup>

- due to President 25<sup>th</sup>

### **Budgets**

Motion	To approve budgets at the end of all presentation
Motioned by	CNSA
Seconded by	Level IV
Motion Conclusion	Passed by general concensus

### **RNAO**

- most money is going to room costs and food
- AGM:
  - o Presidents banquet tickets
    - We sponsor student to attend
    - Formal dinner
    - Several speakers
    - A networking events
  - o Student Luncheon
    - Held at the Hilton, they have a guest speak for Nursing Students of Ontario and present the award
    - We sponsor student to attend this luncheon

Becca:

Are you spening all of your budget?

Answer:

Yes.

Becca:

I would like to add in the Queens park day held by RNAO, you meet you NPP. I believe there is an election around that time. They do a good job of integrating students. There is a lot of budget left over, I would like to propose to sponsor students to attend Queen's Park Day.

Shane:

When is AGM?

Answer:

April.

Laura:

Do we look into sponsoring students hotel stay?

Answer:

Yes.

## Education

- first is skill review evenings budget include refreshments for over four nights
- a budget is for peer tutor wages and other expenses is in the budget for consideration for CSBL potential costs
- guest speaker event is allotted, if it does not work the money will be donated to another club (ie. GUNI) in order to plan an event with them
- we are looking into a carpooling sign up in order to save costs

## CNSA

- fundraising money will be put toward sponsoring students
- we are hoping to be able to sponsor 10 students for the full amount, but that all depends on fundraised and donated money

Shane:

I would like to suggest that money be distributed between transportation, accommodation, and registration.

Laura:

It would be good to specify which registration you would sponsor, ie. only fund those who register with the early bird specials.

Becca:

Regarding room sponsoring... President should also be added to the budget. I would also like to make a point that MUNSS will only be able to support CNSA as much feasible according to how the budget projects.

Jess: be careful with fundraising ideas, as we ran into problems in previous years.

Becca: depending on the type of fundraiser, you may need a lottery.

Motion	To undo past motion to pass budgets at all the same time
Motioned by	Laura Vanhie (Awards and Scholarships Chairperson)
Seconded by	Shane (McMaster Level IV Rep)
Motion conclusions	Passed by general consensus

Motion	To pass RNAO
Motioned by	Laura
Seconded by	John
Motion conclusions	9 for 0 opposed 1 abstain  Motion passed

Motion	To pass education budget
Motioned by	Laura Vanhie (Awards and Scholarships Chairperson)
Seconded by	Education
Motion conclusion	8 for 0 against 2 abstain  Motion passed

Motion	To pass CNSA budget
Motioned by	Level I
Seconded by	Level II
Motion conclusion	8 for 0 against 2 abstain  Motion passed

Maddie:

What is the issue regarding Conestoga Level I and Conestoga VP?

Becca:

She has decided not to be a part of MUNSS. I do not know about Conestoga VP. We have already voted that it will be opened, so it shall be psoted on MUNSS avenue to learn. I will follow up about Conestoga VP.

Motion	To end the meeting
Motioned by	Chantel Barry (Social)
Seconded by	Genevieve (McMaster Education)
Motion conclusion	Passed by general consensus