

January 2019 Meeting Minutes

Wednesday, November 28, 2018 9:09 AM

Nursing Student Senate Meeting Minutes **Wednesday, 1/16/19 12:15-1:15 in Room 510**

Zoom Session Information

Your Zoom meeting has been scheduled. You can provide the below information to the meeting participants. Please do not attempt to use this meeting link outside of the scheduled time as it could interrupt other meetings using this account.

Topic: Student Senate Meeting

Time: Jan 16, 2019 12:00 PM Eastern Time (US and Canada)

Join from PC, Mac, Linux, iOS or Android:

Topic: Nursing Student Senate Meeting

Time: Feb 4, 2019 12:00 PM Eastern Time (US and Canada)

Join from PC, Mac, Linux, iOS or Android: <https://jhuson.zoom.us/j/835809193>

Or iPhone one-tap (US Toll): +16468769923,426458390# or +16699006833,426458390#

Or Telephone:

Dial:

+1 646 876 9923 (US Toll)

+1 669 900 6833 (US Toll)

+1 877 853 5257 (US Toll Free)

+1 888 475 4499 (US Toll Free)

Meeting ID: 426 458 390

For more information about Zoom, see: <https://wiki.nursing.jhu.edu/display/KB/Zoom+Meetings>

12:30 Call to Order (Julia Eckert)

Welcome and Attendance

o Present:

Voting Members	Non-Voting Members	Guests
Julia Eckert Stephanie Shelton Joyce Brew Gillian Freedman Anna Bryant Chelsea Collins	Kyleen Welsh Jarvia Meggett	

Robert Neff		
Bianca Palmisano		

o **Absent:** Tom Winkler, Natasha Hemeng, Lauren Smulcer, Hailey Miller, Rebecca Piasecki, Jennifer Nguyen, Kyra Waligora, Ashly James, Quanlei Li, Megan Barrett, Theresa Canone, Val Smith

12:XX Financial Report (Tom Winkler)- skipped due to Tom's Absence

- What was the last months activity?
 - o Winter party supplies \$406.28
 - o Winter Wonderland Party 12/6/18 \$270.88
 - o Winter Wonderland Party 12/6/18 \$1,955.50
 - o Wine and Paint Night 11/5/18 \$1,107.90
- Year to date summary? \$5,728 spent so far
- Where are we currently? \$4,272 remaining for year
- What is on the horizon in terms of expenses. Reconciliation for speaker series; giveaways for activity fair, misc. supplies

12:31 Interschool Relations Report (Joyce Brew)

- Holiday Party – Debrief will be completed by Gillian
- Ice Skating Event – February 16, \$3 skate rentals, Patterson Skate Rink- send flyer to VPCOM
- Interschool Prom – connect with student assembly; suggested dates: end of March, early April
- SPH talent show – updates forthcoming next month

12:36 Curriculum Committee Report

- MSN Report (Jarvia Meggett c/o Spring 2020 & Kyleen Welsh c/o Summer 2019)
 - o Last Meeting- spread message about academic success center
 - Writing workshops and center open
 - Don't need course warnings to receive tutor
- DNP Report (Ashly James)- absent
- PhD Report (Quanlei Li)- absent
 - o New Representative?

12:XX Student Health Committee Report (Kyra Waligora & Natasha Hemeng)- skipped due to Absence

- Any updates from Student Health Committee meeting?
- Any questions/news to take back to student health committee meeting?
- Concerns this Committee isn't reporting...
 - o survey about student health services report?
 - o Julia to follow up with reps this week

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12:39 Unfinished Business

Parking (Joyce Brew & Megan Barrett)

- Tabled to January meeting from December meeting
- Update from MB: SOM has a set amount of physical spaces that they lottery off and provide at a discounted rate for SOM students. SON does not have any spots like that.
- Motion to Discuss: Julia
 - o Second: Stephanie

- Ayes: Nays:
- Motion: Senate will continue to advocate for subsidized parking, however this isn't something that will be resolved in the immediate future
- Lyft-
 - Lobby for Lyft over parking
 - Home and school during all hours
 - Set monthly credit or discount programs
 - Give students option for either Lyft or Parking depending on circumstances
- Motion: Julia, Creation of transportation committee (ad-hoc) to resolve
 - Second: Stephanie
 - Ayes: 7 Nays: 0
 - Kyleen and Jarvia to lead- have plan of action by February Senate Meeting

Barbeque and team Events (chili cook-off, food competition)

- Tabled to January meeting from December meeting
- Kyleen Welsh move to discuss on basis of holding family friendly events
- Motion to Dismiss: Julia
 - Second: Kyleen
 - Ayes: 7 Nays: 0
 - Conclusion: Item Dismissed

SS moves to cap NSS events in Spring to two

- Tabled to January meeting from December meeting
- Develop Ad-hoc Events Committee to manage
 - Have "traditionally" Senate sponsored events communicated to other clubs and organizations when leadership changes in May
- Motion to make recommendation/vote at February meeting : Stephanie
 - Second: Julia
 - Ayes: 6 Nays: 1

Patagonias

- Tabled to January meeting from December meeting
- Updates
 - Megan Barrett emailed bookstore & this is response... "After some research and reaching out, we were unable to get the Patagonia Better Sweaters. Patagonia is selective about who they decide to co-brand with and our request was denied. We do have something new that is similar to the Better Sweater. Would you be interested in checking it out?"
 - **From Julia** - Working with University Tees to open an ordering system where they handle \$\$ and delivery and we only promote things
- Motion to Discuss: Kyleen
 - Second: Julia
 - Student body continuously requests these items we must deliver!
 - Julia: establishing relationship for annual ordering period that will be fully managed by University Tees
 - Benefits alumnae, distance, and current students
 - Will continue to provide updates on this until resolved

13:08 New Business

Student Activities & Services Fair - January 28th, 11:30-1:30pm

We will have a booth and be discussing the Nursing Student Senate with both new & current students

Needs:

- People at the booth

- 11:30 - 12:30 = Julia, Robert
- 12:30 - 13:30 = Joyce Brew, Gillian
- Some sort of "Nursing Student Senate" sign - JULIA
- Computer with pictures of our events- Robert
- Giveaways (pens? & candy?)- Tom

Constitution Changes

- Motion to Table Until: Julia, edits are made
 - Second: Kyleen, et al.
 - Ayes: 7 Nays: 0

Discuss/Vote on what is in scope/out of scope for Senate Business & define in charter what that is

- Motion to Discuss/Vote/to do/Table discussion Until: Julia, defer until next meeting re time
 - Second: Robert
 - Ayes: 7 Nays: 0

One/Few Seats for **solely** event planning?

- Motion to Discuss/Vote to do/Table discussion Until: covered by
 - Second:
 - Ayes: Nays:

Senate Meeting Times (Stephanie Shelton)

- Tabled to January meeting from December meeting
- Reason = Competing events during time slot; creates problems scheduling rooms; other times would allow student body at large to attend
 - Dictated by room scheduling available resources: new time 12:30-13:30; Room 217

Virtual Office Hours with Chelsea Collins

- Tabled to January meeting from December meeting
- Hold office hours at a set time to talk with distance students. We could send out a zoom link for a pre-determined time (or they could email Chelsea Collins) and we could incorporate online students into the Senate and student body a little more that way.
 - Will include Chelsea's email in our "welcome back" email to all students and direct online students to her as their senate representative

University Wide Relationships Policy- skipped due to time constraints

https://policies.jhu.edu/?event=under-review&utm_source=JHU+Broadcast+Messages+-+Synced+List&utm_campaign=824c8c0b2b-EMAIL_CAMPAIGN_2018_12_14_06_31&utm_medium=email&utm_term=0_9cf4956bf9-824c8c0b2b-69725285&mc_cid=824c8c0b2b&mc_eid=cc823c47ce

- Drafted university wide policy regarding relationships between faculty and staff and students that might present conflicts of interest relating to power dynamics
- Senate response?

SOURCE Household Cleaning Supply Donation Drive: Mon, Feb 4 – Fri, Feb 15

About --> Groups that co-sponsor SOURCE donation drives benefit from the added exposure to other students and increased name recognition through promotional materials all with little time or effort on the members of the group. Responsibilities of co-sponsoring groups are to deliver the boxes to and from the schools, help advertise the drive (SOURCE provides flyers), check donation boxes to ensure they are not overflowing with donations and return all donated items to SOURCE.

-----Julia emailed inquiry to co-sponsor on 1/8/19.

- Julia accepted as executive decision
- To Do
 - Advertise
 - Someone to grab boxes & flyers from source
 - 2 people to post flyers

- 1 person to check donation boxes daily & bring to source if overflowing
- 1 person to bring box to SOURCE at the end
- Julia sending out doc to sign up

Senate Speaker Series

Joyce has speaker from fall & potential partnership of hosting an event with a panel of nurse leaders/experts with GSSO (contact = Khristine Arrieta); plan by February Meeting

Sponsoring Thread (<https://www.thread.org/>) to come talk to students (Julia will take point)

Become a family sponsor for a Baltimore Family
Promoted by Senate

- Motion to Discuss/Vote to do/Table discussion Until:
 - Second:
 - Ayes: Nays:

Positive Art Installation Proposal (Stephanie Shelton & Julia Eckert)

- Tabled to January meeting from December meeting
- A la Subway Therapy <http://www.subwaytherapy.com/>
- Costs:
 - post its
 - \$3.50 per pack of 50 for customized message through vista print
 - \$ 15 pop up dispenser
 - \$ 10 per gross refill packs
 - Cost of pens- \$8 per 50 count ball point pens
 - Signage- 13 signs (2x3 feet) \$10-20 each; total \$130-260
 - Total Expenses: \$350 or less
- Change theme monthly
- Location – where in the school?
- Person or two to run it- Stephanie Taking point to set up
- Motion to Vote: Julia
 - Second: Stephanie
 - Ayes: 7 Nays: 0

Partner with SNA on future events to get volunteers to help set up/take down/work during in exchange for SNA points? (Stephanie Shelton)

- Tabled to January meeting from December meeting- Tabled to February Meeting due to time

Events (Register each event with Student Affairs [EVENT REGISTRATION](#))

- Need people to take point on these
 - Another Wine & Paint night --> April 1st 5-7pm in Carpenter Room
 - Speaker Series (Joyce Brew + GSSO?)
 - Surprise midterm breakfast from NSS
- Some sort of fundraiser/cause/drive/etc to advocate for/work with/etc
 - SOURCE Drive?

Senate Newsletter (once/month?)

- To make sure students know they can bring concerns to us and agenda items and come to our meetings. We are here for all programs not just MEN
- January email "welcome to senate, we are here for you, we advocate for you, etc"
- Put all minutes on website/send out
- Study Room Library
 - Many students are removing textbooks required for courses from the library. Required textbooks should not be available for 24 hour checkout, they should remain in the library.

- Senate announcement regarding return of these textbooks

1:21 Action Items

Office Hours

- Sign up for shifts (in Nursing Student Senate Notebook - Office Hours tab)
 - Supplies in Locker #3128, code 43-17-35 (third floor across from microwave)
 - Please take notes from students

Complete Community Involvement Reporting Form

- If your group has been involved in any community engagement or service activities, ensure members of your group are completing the Community Involvement Reporting [Form](#). Student group leaders are responsible for tracking community involvement initiatives (student names, emails, hours, activities, etc.). SOURCE has created forms to track the involvement of groups in the three schools. Use the corresponding links below to track the service of your group:
 - [School of Nursing](#)
 - [Tri-School](#)

Wine & Paint - to do:

- Get bartender, security, food, potentially more supplies (look into what we have)
 - Megan can organize bartender and security and food
 -

1:23 Adjourn

FYI

We operate on Parliamentary Procedure

- Make a motion = "I move to..." when you'd like something to happen
 - All motions need a "second"
- Move to vote = take a vote at that point on the subject being discussed; remember curriculum committee representatives are non-voting members
- Move to table until TIME = move the discussion of a topic until a later meeting

Coming Up (Events by month)

JANUARY

W 1/16 - NSS meeting

- Senate Newsletter goes out

- To make sure students know they can bring concerns to us and agenda items and come to our meetings. We are here for all programs not just MEN
- welcome from senate, we are here for you, we advocate for you, etc & include meeting minutes from 1/16 meeting)

W 1/23 - NSS Office Hours

W 1/30 - NSS Office Hours

FEBRUARY

F 2/1 - Call for nominations for Class of Summer 2020 Senators

M 2/4 - NSS meeting

- Senate newsletter goes out after meeting with minutes and updates for the month (SOURCE drive)
- SOURCE Household Cleaning Supply Donation Drive begins

W 2/6 - NSS Office Hours

F 2/8 - Close nominations for Class of Summer 2020 Senators

S 2/9 - Class of Summer 2020 Senator nominees accept/deny nomination & submit bio

M 2/11 - Distribute nominees bios & campaigning begins

W 2/13 - NSS Office Hours (Nominees are allowed to campaign during office hours)

F 2/15 - SOURCE Household Cleaning Supply Donation Drive ends (need someone to deliver to SOURCE office)

S 2/17 - Campaigning ends

M 2/18 - Elections open for Class of Summer 2020 Senators

W 2/20 - NSS Office Hours

S 2/24 - Elections close for Class of Summer 2020 Senators

M 2/25 - Class of Summer 2020 Senators announced

W 2/27 - NSS Office Hours

- President meet with new Senators and give overview of responsibilities

MARCH

3/4-3/8 - Spring Break

M 3/11 - NSS meeting

- Voting opens for President

- Senate newsletter goes out after meeting with minutes and updates for the month

W 3/13 - NSS Office Hours

F 3/15 - Voting closes for President

M 3/18 - Voting opens for VP Finance

W 3/20 - NSS Office Hours

F 3/22 - Voting closes for VP Finance

M 3/25 - Voting opens for VP Interschool

W 3/27 - NSS Office Hours

F 3/29 - Voting closes for VP interschool

APRIL

M 4/1 - Wine & Paint night 5-7pm in Carpenter Room

- Voting opens for VP Communication

W 4/3 - NSS Office Hours

F 4/5 - Voting closes for VP communication

M 4/8 - NSS meeting (new exec should run meeting or co/run meeting with old exec)

- Senate newsletter goes out after meeting with minutes and updates for the month

W 4/10 - NSS Office Hours

W 4/17 - NSS Office Hours

W 4/24 - NSS Office Hours

- Need people to take point on these
 - Speaker Series (Joyce Brew + GSSO?)
 - Surprise midterm breakfast from NSS
- Some sort of fundraiser/cause/drive/etc to advocate for/work with/etc
 - SOURCE Drive?

Nursing Student Senate Roster

Executive Board	President	Julia Eckert
	VP - Finance	Tom Winkler
	VP - Interschool Relations	Joyce Brew
	VP - Communications	Stephanie Shelton
Committee Representatives (non-voting)	MSN Cohort 7 Curriculum Committee Rep	Jarvia Meggett
	MSN Cohort 6 Curriculum Committee Rep	Kyleen Welsh
	DNP Curriculum Committee Rep	Ashly James

	PhD Curriculum Committee Rep	Quanlei Li
	Ethics Committee Rep	Tom Winkler
	Student Health Committee Rep	Kyra Waligora & Natasha Hemeng
PhD Student Organization	Senator	Hailey Miller
	Senator	Rebecca Piasecki
Graduate Specialty Student Organization	Senator	Jennifer Nguyen
	Senator	Chelsea Collins
MSN Entry - Class of Spring 2019	Senator	Natasha Hemeng
	Senator	Lauren Smulcer
MSN Entry - Class of Summer 2019	Senator	Anna Bryant
	Senator	Gillian Freedman
MSN Entry - Class of Spring 2020	Senator	Robert Neff
	Senator	Bianca Palmisano