

**Date:** November 15th, 2023 **Time:** 1700

**Minutes Taker (Position):** Maxwell Yuen (Vice President, Operations) and Michelle Zhou (Intern to VPOPs)

**Purpose of Meeting:** NSS Assembly Meeting

**In Attendance:**

✓ Anita Thevarajah (President)

✓ Maxwell Yuen (Vice President, Operations)

☐ Vidhi Patel (Vice President,

 University Affairs)

✓ Ali Akbari (Senator)

✓ Michelle Zhou (Intern to the VPUA)

☐ Victoria Mihaylova (Assembly Speaker)

✓ Katrina Pu (Academics & Professional Development Commissioner)

☐ Trent Turnbull (Health and Wellness Commissioner)

☐ Hikari Asaoka (Events Commissioner)

✓ Calvin Liao (Interprofessional Commissioner)

☐ TBD (Social Issues Commissioner)

☐ TBD (International Student

 Representative)

☐ Simi Oluwole (BIPOC Student

 Advocate)

✓ Jenny Lee (CNSA Official

 Delegate)

☐ TBD (CNSA Associate Delegate)

☐ Emmy Lind (Head Cape)

☐ TBD (AST Head Cape)

☐ Megan Jones (Director of Global Health)

✓ Herbert Song (Webmaster/Executive Advisor)

✓ Ruby Huang (Class of 2024 President)

✓ Holly Burrows (Class of 2025 President)

☐ Emma Colasante (Class of 2026 President)

✓ Mia Rose (Class of 2027 President)

✓ Shae-Lynn Koe (AST Class of 2024 President)

✓ Leah Clack (AST Class of 2025 President)

Guests:

✓Lindsey Partington

✓Claire Foote

✓Jared Nuttall

✓Jillian Slomkowski

**Meeting Minutes:**

17:00 Meeting begins.

17:01 Motion 1, approval of the agenda for the meeting of Nov. 15th, is passed.

17:01 Motion 2, approval of the meeting minutes of the Nov. 1st meeting, is passed.

17:01 AST Class of 2025’s report. Successful headshots with 18 participants. Will potentially run a headshot event again in the future.

17:02 Guest speaker Olivia Marshall from Horizon Health Network talks about post-graduate and summer opportunities for nursing students in New Brunswick. For any students who wish to talk to Olivia in-person, she will be in the SON faculty lounge from 9am - 1pm on Thursday, November 16th.

17:22 President’s report. Welcome Emmy as our new Head Cape. Thank you to everyone for supporting the formal. Photographs will be sent when available. 2023 Fall pinning ceremony took place on Tuesday, Nov. 14th. Shout out to Shae-Lynn and Angela for hosting and MCing the event, along with other NSS members for volunteering. Meeting with Michelle next Monday for ins and outs of the newsletter.

17:24 Vice President of Operations’ report. Thank you to everyone who came and helped out and attended the formal. Volunteers will be reimbursed in the coming week. For outstanding payments, please inform Max. Will establish a shared OneDrive for NSS in the future for Assembly agenda and as a database for all NSS materials. Logistics and communications commissioners will be set up. Encourage people to apply to the NSS exec team and open commissioner positions!

17:27 Vice President of University Affairs’ report. Nursing formal was a huge success. Welcome Emmy as our new Head Cape for next year's orientation. Working on Study Buddies with Kaylee for biochem final exam.

17:27 Senator’s report. Thank you to everyone for planning and executing the formal. Applications for NSS have been extended, therefore there will be no election and only ratification at the last Assembly Meeting. Spoke to the AMS Chief Electoral Officer and the referendum can still be held. Please let people know to vote “Yes” between November 23rd - 24th. Working on applications for Communications and Logistics. All commissioners, please submit a transition manual by November 30th - December 1st. Proposing new motions to abolish certain positions (Global Health Director and AST Head Cape and NOC), transfer AST Orientation Activities responsibilities to AST4 Class Council, and better transitions for Class Council Initiatives for each year.

17:31 Executive Advisor/Webmaster’s report. Congratulations on a successful nursing formal. Thank you Hikari for all the hard work. Uploaded revised constitution and society composition manual. Website will be updated when mentioned notions have been passed. Final meeting will be in 2 weeks time with a catered meal and a miniature potluck.

17:32 CNSA Official Delegates’ report. For those interested, RNAO is holding a Pediatric Nursing Essentials interest group virtual workshop. Touch base with Jenny before leaving. Registration closes on November 22nd with a fee of $15.

17:34 Intern to the VPOPs’ report. Nothing to report.

17:34 Academics and Professional Development Commissioner’s report.

Organizing the Study Buddies again for finals. Shoutout to Vidhi, Kaylee, Ali, and Herbert for helping out. Working on exam care packages to include snacks, juice, and a surprise item.

17:35 Interprofessional Commissioner’s report. The Dodgeball tournament will most likely be postponed to next semester due to timing and logistics. Hopefully hold the event next semester but through the new Interprofessional Commissioner; to be outlined in transition report.

17:35 Head Cape’s report. Excited to be working with everyone.

17:35 Class of 2027 President’s report.

Some issues with bank account opening have been resolved. Hosted the first council meeting, and gained lots of new ideas for the future. Put out the headshot interest form.

17:36 Class of 2025 President’s report.

Another blood drive sometime in January to repeat the jacket bar sale. Krispy Kreme is fully booked, and won’t be able to do another sale. Will meet with the council to brainstorm more ideas.

17:37 Class of 2024 President’s report. Waiting for the bank card for nursing jacket payment. 1 extra medium jacket for first years. No update on yearbooks, photos are still coming in. Holiday movie night on December 1st is now free with snacks. Fleece should be coming in by the end of the month, and no extras. Hoping to distribute them by the end of the semester.

17:47 Motion 3, the NSS Assembly to ratify Sophia Gill as Logistics Coordinator on NOC, is passed.

17:48 Motion 4, the NSS Assembly to ratify Kensie Lacroix as Logistics Coordinator on NOC, is passed.

17:48 Motion 5, the NSS Assembly to ratify Joelle Brookes as Academics Coordinator on NOC, is passed.

17:48 Motion 6, the NSS Assembly to ratify Ella van Soelen as Social and I-EDIAA Coordinator on NOC, is passed.

17:48 Motion 7, the NSS Assembly to ratify Claire van Herpt as Finance Coordinator on NOC, is passed.

17:48 Motion 8, the NSS Assembly to ratify Megan Lam as Fundraising Coordinator on NOC, is passed.

17:49 Motion 9, the NSS Assembly to ratify Kenedi Woodcox as Handbook & Marketing Coordinator on NOC, is passed.

17:51 AST Class of 2024’s report.

MC for the AST 2023 pinning ceremony. It went well. Emailed SpinCo and they are booked out for the next 2 years.

17:52 Statement period. *NSS President:* Feedback from pinning ceremony: Ensure people who are pinning get in formation prior to pinning. Another suggestion is to designate the side panels as seating for those pinning. Ask faculty who are pinning multiple students to sit at the front for easy access. Dress code is white. MCs should go over people’s name pronunciations before the ceremony and confirm with the graduates and those pinning (e.g., via voice notes). *AST 2024 President:* Feedback from pinning ceremony: Flowers should be closer to where the MC’s were speaking. Next Assembly meeting: Martha will be joining as the guest speaker. Come with questions to ask Martha.

18:00 Question period. *2027 President:*

How are QSSETs administered? *AST 2024 President:* Email prof and read QSSET script in front of the class. *AST 2024 President:* What is the catering for the last Assembly Meeting? *NSS President:* Open to suggestions.

18:05 Discussion period.

What are some ideas to enhance communications within the NSS? OneDrive is a good idea. Confusion within who to ask questions about, will clarify in the next meeting and refer to the Society Composition manual. Graphic creation forms will be released soon on the website. Transfer internal communications to Discord and use channels for better organization. Spread the message that NSS is looking for new execs!

18:14 Motion to adjourn the meeting of Nov. 15th, is passed.