



Meeting Minutes | Procès verbal

5 MAY/MAI 2019 | 3 - 5:20 PM | CRX521

MEETING SECRETARY | SECRÉTAIRE DE RENCONTRE

Executive member appointed | Membre de l'exécutif choisi : Michelle Lamont

ATTENDEES | PARTICIPANTS

	Title Titre	Name Nom	Attendance Présence
UNSA Executive Team Équipe exécutive de l'AÉPSI	President Présidente	Sarah Thibert	Present Présente
	VP Finance VP des finances	Michael Dans	Present Présent
	VP Communications VP des communications	Michelle Lamont	Present Présente
	VP Internal VP d'affaires internes	Emily Reynolds	Present Présente
	VP External VP d'affaires externes	Renée Morin	Present Présente
	VP Social VP sociale	Nerija Sungaila	Present Présente (Google Hangout)
	VP uOttawa Affairs VP d'affaires uOttawa	Zizo Aldaqqaq	Present Présente (Google Hangout)
	VP Algonquin Affairs VP d'affaires Algonquin	Vacant Libre	N/A
	VP Pembroke Affairs VP d'affaires Pembroke	Peggy Li	Present Présente (Google Hangout)
	VP Philanthropic VP d'affaires philanthropiques	Rachel Purdy	Absent Absente
	VP Equity VP équité	Vacant Libre	N/A
	CNSA Official Delegate Déléguée Officielle de l'AÉIC	Asmaa Mabrouk	Present Présente

ADOPTION OF AGENDA | ADOPTION DE L'ORDRE DU JOUR

EXECUTIVE TEAM UPDATES | MISES À JOUR DE L'ÉQUIPE EXÉCUTIVE

Président | Présidente

- Presentation of VP Philanthropy point :
 - Shinerama :
 - Working on shine shirts now
 - How many shine shirts do we have left from last year?
 - Will/has contacted The Grand
 - VP Finance : Suggests we contact Majic 100 and their street team
 - President : Suggests we contact Beavertails again OR ice cream shop
 - Arrange Shine shifts like last year so that there are no conflicts with orientations
 - VP Finance : UOSU might change “Shine Day” to “Phil Day”, to reassess after UOSU mandate starts.
 - Dates about 1st year orientations for managing conflicts with Shine Day. To talk to the faculty later in the summer
 - Philanthropy Round Tables : Will reassess after June 1st once UOSU takes over
- Exec jackets :
 - General consensus that we prefer the black.
 - Waiting on response from Source For Sports from VP Finance.
 - For VP Algonquin and Equity positions, will buy 2 Medium jackets with no name embroidered.
- PRT :
 - Very positive meeting with UOSU, they seem very receptive!
 - SFUO is officially not on mandate, PWC has taken over until June 1st, then UOSU will take over.
 - Our banking is not linked to the SFUO. PWC may have to tap into Fed Bodies bank accounts. Limit spending for the time being.
 - Slack : A kind of big groupchat specifically for communications. Every member of UNSA will have a slack account so we can have an official groupchat. We can make PRT groupchats or event specific groupchats with other Fed Bodies. This is a good way to move many conversations that we are having off of Facebook, gives a more professional communication interface and increases accessibility for people that don't have Facebook.

VP Finance | VP des finances

- Cheque requests
 - Spending request form (Google Drive → Office manual → “Finances” folder → Spending request form)
 - This form must be filled out BEFORE any spending is done.

- Cheque request form (Google Drive → Office manual → “Finances” folder → Cheque request form)
 - This form may be filled out once 1) your spending has been approved and 2) once you have the receipt/invoice.
 - Paper copy of the receipt/invoice must also be put in VP Finance’s mailbox.
- Finance update from the round table
 - We are currently trying to cut down on spending until June 1st (UOSU) take over.
- Incorporation intro
 - Possibility of getting UNSA recognised as non-profit so that in the future another SFUO/UOSU situation arises, we are incorporated independently. We would still be recognized under UOSU.

VP uOttawa Affairs | VP d’affaires uOttawa

- School of Nursing Council Meeting update
 - VP uOttawa Affairs will keep attending these meetings.
 - Sarah Moussa (Mature Students Year Rep 2018 - 2019) also attends these meetings.
- Nursing Handbook questions
 - Sponsorship is still going well.
 - Unsure as to how the handbook itself is made and printed. President will contact Mary Isip (former uOttawa Affairs 2018) for information.
- Recruitment of nurses for Academic events
 - Changes to Wine and Cheese
 - Tournout was surprisingly good!
 - Important to stress that this is a NOT 19+ event.
 - Happy Goat was a great location, very accessible to students.
 - Prof contact list? In the past, Halina hasn’t given us a list. Contacting Michèle Silva (undergraduate.NUR@uottawa.ca) & Jean Daniel (JeanDaniel.Jacob@uottawa.ca) to get them to diffuse the email to profs?
 - Touching on Q&A for Semester 2
 - Have New Grad Panel so that students know what to expect upon graduation.
 - Possibility of multiple Q&As?
 - "Interdisciplinary Plan"
 - Meeting with Evan Lin next week (VP External, uOttawa Affairs and Communications), will update following meeting.

VP Pembroke Affairs | VP d’affaires Pembroke

- Meeting update with Pembroke Coordinator :
 - Coordinator is on board with UNSA hosting 1 day of 101 Week at Pembroke.
 - We must contact her with more info when we have it.

- Present UNSA to BScN students.
- Pembroke academics update:
 - Common hour at the Pembroke campus
 - 1 hour every week where all 4 years can get together to talk and do various academic activities (i.e. case study sessions)
- Mandated that VP Pembroke hosts 1 event.
 - 500\$ for Pembroke Wine & Cheese.
- Where should VP Pembroke direct complaints and problems?
 - VP Pembroke, Algonquin and uOttawa will go to the Collaborate Baccalauréat Meeting, this is a question that we can ask.
 - President will contact them to update UNSA's seats at the meeting.

VP Social | VP sociale

- Amazing Race Scavenger Hunt event.
 - Teams based off of bandanna colour.
- 101 Week list of potential events.
 - Amazing Race : Bungee Building, Rockabye Baby, Visit To The Optometrist, Bath Time, Show Me Your Anatomy, We Are Nursing Students Here, Code Yellow, Best Foot Forward
 - Suggestions from Guide Application : Large scale beer pong, Boulderling or Flying Squirrel, Sex Talk from Veus Envy, Strathcona Park Picnic, Yoga On The Hill, Karaoke, Paint Fight, ETC....
- 101 Week swag (t-shirt colours).
 - Lanyard, nynja loop, shot glasses, sunglasses, etc.
 - We want to push for neon pink or green shirts.

VP Communications | VP des communications

- New emails
- Email Settings
 - Picture & Signature
- Office manual
 - Overview of folders in the office manual
- Website update
 - Unsa-aepsi.ca
- National Nurses Week Update
 - Going over the posters

VP Internal | VP d'affaires internes

- Clothing order summer 2019
 - Rugby Shirts this summer so that we have rugby shirts for Panda Game.

- Dates for fall and winter clothing order

VP External | VP d'affaires externes

- Nursing Games Fundraising :
 - No more separate fundraising, the Nursing Games team will conjointly be the fundraising team.

VP Philanthropic | VP d'affaires philanthropiques

- View President's points above.

CNSA Official Delegate | Déléguée Officielle de l'AÉIC

- Updates on regional conference
 - Jessica Wingfeild & Sonia Bouchard's meeting with the dean did not go well, they will make adjustments to their plan and keep us in the loop.
- Ideas for national nursing student week
 - Pancakes or snacks 1 morning at Lees, 1 morning at RGN, CNSA poster.
- Possibility of having a CNSA "club"
- Including CNSA in the nursing handbook

ACTION ITEMS | POINTS D'ACTION

VP Communications

- Email website to exec for changes and feedback.
- Add exec bios to website, email out form to exec.

VP Internal

- Online store for rugby shirt.

VP CNSA OD

- Talk with VP uOttawa affairs about nursing handbook.
- Follow up on Jessica & Sonia's meeting next week.

President

- Finalize jackets.
- Finalize exec retreat.
- Update Collaborate Committee seats.
- Algonquin & Equity Elections.
- Constitution Changes.
- Create Community Engagement Navigator Placement.

VP Finance

- Email budget out for approval.
- Collaborate with VP Internal for online store.
- Sponsorship emails.

VP Social

- Make guide Facebook group.
- Make tentative 101 Week schedule.
- Get in contact with Natasha Cortes about sex ed talk.

VP Pembroke

- UNSA presentation powerpoint.
- Communicate with Pembroke Coordinator to confirm dates.

VP uOttawa

- Make list of contacts for Q&A.