



– Assembly Meeting –

Wednesday, October 10th, 2018

7:00 pm - McLaughlin Hall



Nursing Science Society

Agenda

1. **Motion #1** – Approval of the Minutes of the meeting of September 26th, 2018
2. **Motion #2** – Approval of the Agenda of the meeting of October 10th, 2018
3. Speaker's Business
 - a) *That NSS Assembly formally ratifies Amy Rowe to the position of NSS CNSA Official Delegate*
 - b) *That NSS Assembly formally ratifies Remi Grnak to the position of NSS CNSA Associate Delegate*
 - c) *That NSS Assembly elect the NSS Assembly Speaker for 2018-2019*
 - i. Please find applications for Speaker in Appendix: Speaker
4. Guest Speakers
 - a. Alex da Silva – University Rector
5. President's Report: President Julia Kruizinga
6. President's Report
 - a. Vice President, Operations: Alexandra Sobczak
 - b. Vice President, University Affairs: Caroline Frankfurter
7. Statements by Members
8. Question Period
9. Business Arising from the Minutes
10. New Business
11. Old Business
12. Discussion Period
13. Closed Session

14. Speakers Closing

15. Adjourn



Nursing Science Society

Motion Sheet

Motion #1 – *That NSS Assembly Approve the Assembly Minutes of September 26th, 2018.*

Moved By: Alexandra Sobczak

Seconded By: Julia Kruizinga

Motion #2 – *That NSS Assembly Approve the Agenda of October 10th, 2018.*

Moved By: Alexandra Sobczak

Seconded By: Julia Kruizinga

Motion #3 – *That NSS Assembly formally ratifies Amy Rowe to the position of NSS CNSA Official Delegate.*

Moved By: Julia Kruizinga

Seconded By: Caroline Frankfurter

Motion #4 – *That NSS Assembly formally ratifies Remi Grnak to the position of NSS CNSA Associate Delegate.*

Moved By: Julia Kruizinga

Seconded By: Caroline Frankfurter

Motion #5 – *That NSS Assembly elect the NSS Assembly Speaker for 2018-2019*

Moved By: Julia Kruizinga

Seconded By: Caroline Frankfurter

Motion #6 – *That NSS Assembly approve the changes in the Constitution outlined in Appendix A.*

Moved By: Alex Troiani

Seconded By: Julia Kruizinga

The President of the Nursing Science Society Report to Assembly

Julia Kruizinga

president@nss.queensu.ca



Hello everyone and I hope you had a restful and lovely Thanksgiving. Hopefully you all enjoyed some time off with family and lots of yummy food. Happy to report the following updates from my office:

CNSA

Holly and I met with Amy and Remi this past week and are very excited with their willingness to jump right into their roles. I'll let them provide updates on their progress but we'll be officially ratifying them in at tonight's assembly. I am so confident with their abilities to carry out these roles and very excited to be working with them and hear their ideas for National Nursing Student Week and other upcoming events.

Intern Meeting

The executive team had our first meeting with the Interns last Friday. We've got them started on a pretty big project, but I'll let them share the details. We spoke about their roles, expectations and skills and we believe that with their combined skill set and enthusiasm, they're going to be able to accomplish so much this term!

FHS Dodgeball Tournament

There's still time to sign up for the FHS dodgeball tournament! We're so looking forward to this event and being able to get to know our interprofessional schools through a friendly (?) game of dodgeball. Hope to see you all out there supporting the best school (NURSING!!!) and showing them what we've got. Make sure to invite your nursing friends and we'll see you on Friday.

Mentorship Program

We've closed our applications for mentees/mentors and we will begin the next phase of partnering up mentees and mentors. We have quite a lot of interest from the first years and are still in need of a few more upper year mentors. If you're interested, please talk to myself or Megan. Being a mentor to a first year is such a rewarding experience and a truly amazing way to pour into first years as they are transitioning. You never know the

difference you can make in being that one friend there for another student, so please consider applying!

AMS

The next AMS meeting will be on October 18th at 6:30 pm in Wallace Hall. Make sure to come out if you're at all interested!

Faculty Board Executive

The FHS Board Executive met this past Thursday and it was business as usual. In the nursing world, we approved the AST graduates and are I am looking forward to the FHS Meeting in February with guest speaker TBD.

Fall Preview

Caroline and I will be meeting with Cheryl and Barb to plan for the Fall Previews coming up in November (3rd and 17th). We'll keep you posted on volunteer opportunities and other ways to be involved in the meantime.

KNRC Student Representative

Special opportunity: The Kingston Nursing Research Conference (KNRC) planning committee is looking for student representative on their committee to offer student voice and learn about the process of organizing a local conference. If you're interested, please let me know and I can provide more details about the role.

Good luck on any upcoming midterms and feel free to reach out if you have any concerns/comments/questions. The executive team is here for you. P.S. my office hours are Monday from 8 am to 10 am so you can always drop by to say hello or if you need to talk ☺

Vincat Scientia Morbos,

Julia Kruizinga

The Vice President, Operations

Report to Assembly

Alexandra Sobczak

vpops@nss.queensu.ca



The Vice President, University Affairs
Report to Assembly
Caroline Frankfurter
vpua@nss.queensu.ca



Hello,

Here is my report:

Elections:

Class elections for AST '20 and Nursing '22 have taken place this week. We are excited to see the formulation of new class councils and I will have more information to present during the meeting after voting is completed.

Intern Meeting

This week, the NSS exec met with the interns to discuss a VERY EXCITING project ahead! The interns will be talking more about this later during the meeting after having completed their SWOT analysis.

Fall Preview:

This Thursday, I will be meeting with Barb and Julia to discuss the Fall Preview Open House. If anyone is interested in volunteering, please let me know!

AMS:

COME ONE, COME ALL! AMS meeting is taking place on the 18th of October in Wallace Hall at 6:30. Did I mention Pizza?

Thank you,

Caroline Frankfurter



The Presidential Intern

Report to Assembly

Jenna LeGrow

intern.president@queensu.ca

Hello NSS!

I am very excited to be here for my first official meeting with a report as the presidential intern. I hope everyone had a great thanksgiving and enjoyed the break from school.

Meeting with the president and vice presidents

On September 28th my fellow interns and I met with the president and vice presidents to go over what our roles will be for the year. I am very excited to begin this new journey! In particular, we discussed the intern project for this year and we began to planning process right away. This year, our project is to create a campaign video for National Nursing Week, about the day in the life of a nursing student. We will be including snapshots of a typical 1st-4th year nursing student's day. I am very excited to begin this project.

SWOT Analysis and Budget Proposal

I have met with my fellow interns to create a SWOT analysis and budget proposal for the video. The budget is not finalized yet however it is in the works and will be finalized sometime this week.

Filming

Over the past week I have spent time contacting various film companies such as Studio Q, and got quotes to see if they would partner with us for the video. Unfortunately, StudioQ's rate is quite high and their availability is very limited, so I am not planning on sticking with them.

Last week I met with Oliver Cao, who is willing to film for us. We had a very great meeting and Oliver is on board with our vision for the video! He gave me his rate, which I added to the budget proposal. In the next week we will meet again to go over filming dates, locations and a story board of prospected scenes and shots. Oliver estimates that

the video can be filmed and edited by the beginning of November. I discussed this meeting with my fellow interns and everyone is very excited!

Next Steps

I will continue to discuss with my team to finalize our decision to work with Oliver, as well as finalize the budget proposal.

My next course of action will be to work with my fellow interns to plan various shots for the videos. I will also begin contacting different students and faculty for filming location possibilities and people to be in the video.

If you have any suggestions of people to be in the video, locations we should film at, or significant shots you think we should include, feel free to let me know!

Vincat Scientia Morbos,

Jenna LeGrow

Presidential Intern

**The Vice President, Operations Intern
Report to Assembly**

Azra Jeraj

intern.vpops@nss.queensu.ca



Hi Everyone,

This week the interns started working on our filming project. We completed our SWOT analysis and explored various filming options. We are estimating the cost of the production to be \$300-\$500. This price is dependent on the length of the video which is charged at \$100/min of the final product. Next week, we will work on the planning of the video; script, location (s), and students featured.

Thanks,

Azra

The Vice President, University Affairs Intern
Report to Assembly
Nathaniel Gumapac
intern.vpua@nss.queensu.ca



Hello Everyone,

Here's a summary of what we interns did these past two week:

- Met on October 1st to discuss intern project, logistics: Produce a promotional video for NNSW titled: "A Day in the Life of a Nursing Student"
- We wrote up our SWOT report
- Got into contact with Studio Q (most expensive), Film students, a videographer through Julia
- Began to start thinking about budgeting/finances: Right now it's looking like about \$500 max
- Consulted last year's budget as well as intern e-mails for reference concerning what to budget for
- Current vision: 3-4 minute video, minute or less for each of the years (need somebody from each year)
- Need to write up a script so we can start directing and filming + coordinating with videographer

- Finished a draft of the list of "Awareness Days" --- listed by Month and Day, certain ones may need to be checked when 2019 rolls by as it's based on 2018 days.
 - Certain months are "awareness months", within months are "awareness weeks", then there are "awareness days"
 - Some days overlap or repeat (e.g., two days at the same time or mental awareness month vs. week vs. day), so it's up to social media's discretion to choose which ones to observe and when

Thank you,

Nathaniel Gumapac

Student Senator

Report to Assembly

Alex Troiani

senator@nss.queensu.ca



Greetings Assembly,

Voting Members

- Who is a voting member?????

Committees

- The committees I will be sitting on this year include;
 - o Non –Academic Misconduct Sub-Committee
 - o Scholarships and Student Aid Committee
 - o NSS Operations Committee
 - o NSS Appeals Committee

Hiring Policy

- Equity hiring committee to review our hiring policy

Constitution Update

- I will highlight some of the major updates from the constitution

Best Regards,
Alex Troiani

Academics and Professional Development Commissioner

Report to Assembly

Jessalynn Leitch

academics@nss.queensu.ca



Health and Wellness Commissioner

Report to Assembly

Jessica Almeida

healthandwellness@nss.queensu.ca



Social Issues Commissioner

Report to Assembly

Jessica Kotstopolous

social_issues@nss.queensu.ca



Social Issues Commissioner Report
Jessica Kotsopoulos

Hello Everyone,

Hope your Thanksgiving was amazing!!

- Update on our Equity, Diversity and Inclusion Training for NSS
- Self-Care with SWS for Nursing Students → I have a meeting next week with SWS about what to include in this presentation

Thanks, Jessica

Events Commissioner

Report to Assembly

Megan Venables

events@nss.queensu.ca



CNSA Official and Associate Delegates

Report to Assembly

Holly Dye

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Head Cape, Nursing Orientation Week

Report to Assembly

Alex Culley

nursingorientation@ams.queensu.ca



Director of Global Health

Report to Assembly

Ali Daschko

16ad74@queensu.ca



Year 2 Class President

Report to Assembly

Nicole Burgess

14nckb@queensu.ca



Hello everyone!

Good luck with midterm season!

Scrubs, Stethoscopes, and BP Cuffs:

Money has been collected, another round of collection on Wednesday. Orders will be placed by the end of the week and will hopefully have orders in by the end of November!

Events:

We are thinking of doing a class event to Fort Fright in the end of October. We are also planning a Christmas-time event with the class of '20.

Have a great week!

Vincat Scientia Morbos,

Nicole Burgess

Year 3 Class President

Report to Assembly

Caitríona Buckley

caitríona.buckley@queensu.ca



Hi everyone! I hope you all had a good thanksgiving weekend.

Year 3 is planning to have a pumpkin carving event for all years of nursing (+friends from other faculties) on Wednesday, October 17. The cost will be \$5 per person to cover supplies, plus apple cider/hot chocolate.

Year 4 Class President

Report to Assembly

Audery Kim

a.kim@queensu.ca



AST Year 4 Class President

Report to Assembly

Tracey Davison

16trd1@queensu.ca



Hello guys! I hope midterms have been going well for everyone and that everyone had a wonderful thanksgiving!

Here are the current updates for the AST19 Class Council:

Nursing Jackets

- Crest designs received from AST20, currently creating a doodle poll to determine which design will be used!

Movie Night

- Has been postponed to November 8th

Holiday Collective

- Booked
- Working on advertisement, gathering vendors (so if anyone has an ideas whom we should connect to ask to be vendors, let me know!!)

AST Merchandise

- All set to go, just wanting on executive approval

Speakers Series

- Booked
- Looking into grants
- Creating advertisements
- Finding guest speakers

That's all for now, have a wonderful rest of your week! ☺

Tracey Davison

Appendix: Speaker

There were two applications for speaker (Alma Ahmed); however, one withdrew her application and the application and answers are included below:

1) Please explain your reason for applying to be the Nursing Science Society Assembly Speaker.

- As the NSS Assembly Speaker, you facilitate discussions and ensure that the discussions occurring in the meetings are going smoothly. I believe that with my personality and skills, I can be that person and ensure that all voices are being heard at the meetings.

I've had previous experience emcee-ing for various events, and I feel that my voice and the way I moderate events ensures that everyone feels welcomed and valued.

2) Please list characteristics that make you a strong candidate for holding the speaker position.

- I am very encouraging, and I work great in a team setting. Communicating with many people in a meeting is not an issue for me.
- I have a loud, strong voice which allows me to be heard in scenarios that may be chaotic.
- I am punctual and will always be on time and prepared for meetings.
- I am organized and will ensure that the NSS meeting time is being used efficiently.
- As an emcee in previous events, I have had many opportunities to connect with the audience and ensure that they are having a good time.

I can capture the attention of audiences quickly and set the mood that the audience is anticipating for.



Nursing Science Society

Date: October 10, 2018

Time: 7:05

Minutes Taker (Position): Azra Jeraj (Intern to Vice President, Operations)

Purpose of Meeting: NSS Assembly meeting

In Attendance:

- ✓ Julia Kruizinga (President)
 - ✓ Caroline Frankfurter (Vice President, University Affairs)
 - Alexandra Sobczak (Vice President, Operations)
- ✓ Alex Troiani (Senator)
- ✓ Alma Ahmed (Speaker)

- Megan Venables (Events Commissioner)
- Jessalynn Leitch (Academic & Professional Development Commissioner)
- Jessica Kotsopoulous (Social Issues Commissioner)
- Jessica Almeida (Health and Wellness Commissioner)
- Ali Daschko (Director of Global Health)
- Saad Ihsan (Nursing Games Captain)
 - Holly Dye (CNSA Official Delegate)
 - ✓ Remi Grnak (CNSA Delegate)
 - ✓ Amy Rowe (CNSA Official Delegate)

- ✓ Deborah Wang (Executive Intern to President)
- ✓ Jenna Legrow (Intern to President)
- ✓ Nathaniel Gumapac (Intern to Vice President, University Affairs)
- ✓ Azra Jeraj (Intern to Vice President, Operations) +

- ✓ Audery Kim (Class of 2019 President)
- ✓ Caitriona Buckley (Class of 2020 Class President)
- ✓ Nicole Burgess (Class of 2021 President)
- Sara Stephenson (AST 2018 Class President)
- Tracey Davison (AST 2019 Class President)

- 7:05 - Meeting commences
- 7:05 - Motion 1 carries
- 7:05 - Motion 2 carries
- 7:05 - Guest Speak, Alex, University Rector
 - Outlined her role as the university rector
- 7:28 - Question Period for CNSA Delegates
 - Why did you run for this position?
 - What are you most excited about?
- 7:33 - Motions 3 & 4 carries
- 7:35 - Question Period for NSS Assembly Speaker
 - How will you remain unbiased in your role?
 - What are you most excited for in 1st year?
- 7:38 - Motion 5 carries
- 7:39 - President's Report
 - FHS Dodgeball Tournament is this Friday
 - Mentorship Program requires a few more upper year students to take on the role of being mentors to first years
 - Next AMS meeting is on October 18th
 - Volunteer opportunities are available for Fall Preview
 - Opportunity available for KNRC Student Representative
- 7:43 - Vice President of University Affairs Report
 - Elections have taken place this week
- 7:45 - Intern to President Report
 - Overview of intern project
- 7:48 - Intern to Vice President of Operations Report
- 7:50 - Intern to Vice President of University Affairs Report
- 7:51 - Student Senator Report
 - Constitution has been revised based off of suggestions from last meeting
- 7:52 - Social Issues Commissioner Report
- 7:53 - Word from CNSA Delegates
 - Office hours and Facebook page have been created
 - Will be going to a national conference in Calgary in January
 - A teleconference will be taking place soon, information from this will be provided to nursing students
 - National Nursing Student Week is coming up soon, planning for events is in the works
 - Majority of events for this week will be scheduled for Thursday and Friday
- 7:57 - Director of Global Health Report
 - Meeting with the professor will take place next week
- 7:58 - Year 2 Class President Report
- 7:59 - Year 3 Class President Report
 - There will be a pumpkin carving event on October 17th
- 7:59 - AST Year 4 Class President
- 8:01 - Question Period
 - Oliver Cao's Instagram will be posted in the Facebook group
 - The executives for NSS are elected first, and then commissioners
 - Executive positions will go live in the next 2 to 3 weeks

- Barb Bolton will be sending out an email to get involved with Fall Preview
- Timeline for NOC hiring will take place mid to end October
- Capes will be hired before the end of the semester
- Discussion of selling clinical sweaters at cost will be revisited
 - It would take 2 to 3 weeks for the sweaters to be made
 - Possible concerns with sweaters regarding designs, logos, material and inclusion of pockets
- Intern project: each class sends in short clip that highlights what nursing means to them. This would act as a promo to the video. Have this video for nursing student week.

8:13 - Updates

- Minor additions to the constitution have been updated

8:14 - Motion 6 carries

8:17 - Meeting adjourns