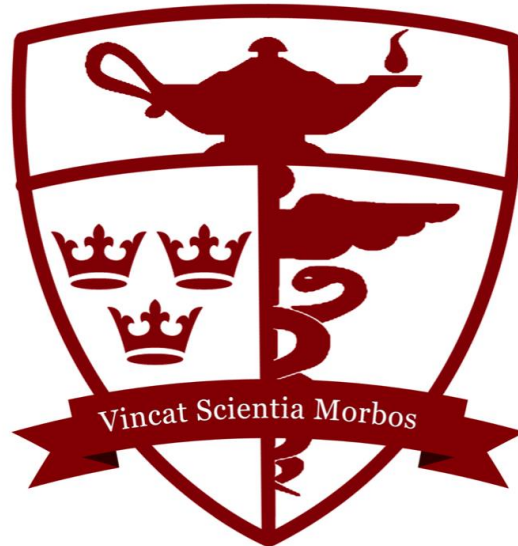


Nursing



Science Society

Welcome Back!

Wednesday, January 11th, 2017

7:00pm – McLaughlin Hall, JDUC



Nursing Science Society

Agenda

1. Welcome Address from Nursing Science Society Executive (Alexandra, Cortnie, Geoff)
2. Guest Speakers
3. Executive Council Report
4. Welcome Package
5. Reports by Members
 - a. Holiday Break Brainstorming
 - b. Forecast for the Future
6. Discussion Period
7. Adjourn

Welcome Home, NSS

NSS 2017 Team:

We hope that each of you has enjoyed a wonderful, fulfilling, restful Holiday break and that you are excited for the extraordinary year that lies ahead. We are so excited for the opportunity to work with you all over the coming year. We are confident that this year will be our BEST yet and we cannot wait to get started! Let's keep the Queen's Nursing Community at the heart of what we do, and remember to earn our responsibility each and every day.

Best Regards,
Alexandra, Cortnie & Geoffrey





Our Mission Statement

The Nursing Science Society is committed to providing Queen's Nursing Students with unique out-of-classroom opportunities that not only enhance professional development, but also support the foundations of healthcare leadership & innovation. It is the aim that these experiences will empower nursing students to inspire positive change throughout their healthcare careers.

NSS Vision

The Queen's University Nursing Science Society (NSS) has been founded upon the pillars of leadership, tradition and care.

The Nursing Science Society represents all undergraduate Queen's Nursing students to the School of Nursing, the University, the Kingston community, and various nursing organizations.

The NSS consists of elected student representatives and hired individuals who meet on a bi-weekly basis to discuss issues concerning students and to maintain communication between all six classes of nursing.

Our student leaders strive to help provide Queen's nursing student with unique opportunities that foster their professional development, strengthen their health & well-being, ignite their ability to give back to worthy causes, and encourage their growth as Undergraduate students.

NSS aims to develop students' professional careers by organizing career workshops, skill-building courses, student-run conferences, and maintaining communication between the Registered Nurses Association of Ontario and the Canadian Nursing Students' Association. The NSS plans many nursing-specific and campus-wide events. We work passionately to organize nursing orientation week, formal dances, interfaculty nights, spiritwear orders, and stress-busting events. We also work to give back to the Kingston community by organizing several charitable events that benefit local organizations and raise awareness for worthy causes.

With respect to student governance, NSS advocates for students on the Queen's Alma Mater Society, the School of Nursing Academic Council, the Faculty of Health Sciences Faculty Board Executive, and many other committees amongst the University. It is the goal to always serve each of these governing bodies with the best interests of nursing students at heart and in mind.

Important Contact Information:

President	Alexandra Palmeri	president@nss.queensu.ca
Vice-President, University Affairs	Cortnie Lortie	vpua@nss.queensu.ca
Vice-President Operations	Geoffrey Tai	vpops@nss.queensu.ca

Senator	Taylor Ramsay	senator@nss.queensu.ca
Academic & Professional Development Commissioner	Matthew Secord	academics@nss.queensu.ca
Social Issues Commissioner	Erin Roach	oekr1@queensu.ca (we will have social_issues@nss.queensu.ca active after the break)
Events Commissioner	Christine Figeys	events@nss.queensu.ca
Health & Wellness Commissioner	Rowan Sandford Ladon	13rsl5@queensu.ca (we will have the NSS official email made after the break)
Canadian Nursing Students' Association Delegates	Kaitlyn Meloche & Holly Dye	cnsa@nss.queensu.ca
Kingston Nursing Student Conference	Oliva Owsiany	knsc@nss.queensu.ca
Nursing Orientation Week	Alexi Honsberger	nursingorientation@ams.queensu.ca

Intern to the President	Julia Kruizinga	j.kruizinga@queensu.ca
Intern to the Vice President (University Affairs)	Alex Troiani	a.troiani@queensu.ca
Intern to the Vice President (Operations)	Alexandra Sobczak	a.sobczak@queensu.ca

Nurs'17 Class President	Kelsey Elchuk	12skhc@queensu.ca
Nurs'18 Class President	Brianna Sitwell	13bs66@queensu.ca
Nurs'19 Class President	TBA	TBA
Nurs'20 Class President	Caitriona Buckley	caitriona.buckley@queensu.ca
AST'17 Class President	Ashley Poffenroth	9ap61@queensu.ca
AST'18 Class President	Sara Stephenson	11ses10@queensu.ca

Elections & Hiring:

For the first time, we have ZERO exec searching to do for the New Year. This means we will be able to get off to a solid and efficient start – how exciting! The only hiring we have to do this coming semester will be for the coming year's KNSC Executive. As for elections, Cortnie will be holding our class council elections in March for the 2017-18 school year's class councils.

Graduation Awards:

Matthew and Ashley will be taking care of AST 2017 Graduation Awards towards the end of the semester. Matthew will also be conducting the NSS Award for the graduating class of spring 2017 in February. This semester, we also will be sending out a call for the 2016-17 Reddik Awards for Teaching Excellence in Nursing.

Meeting Dates & Locations:

This year we are having the majority of our meetings in either McLaughlin Hall or Wallace. The last meeting of every semester will be held in the beautiful Wallace Hall in the John Deutsch University Centre.

Please mark your calendar accordingly for these mandatory bi-weekly NSS meetings. Failure to attend more than 2 meetings will warrant an inquiry by the Executive team. If you are in a position where you must miss a meeting, it is your duty to make all three members of the Exec aware of this within a reasonable amount of time.

Winter 2017

All meetings will commence promptly at 7pm, with Bring-A-Friend Day commencing at 6:15pm). Please arrive 5-10 minutes early to get set up. Meetings are open to all nursing students – we encourage you to bring your friends. Don't forget to find your placard upon arrival and read over all circulated documents in advance of our meetings. This helps our meetings to move along smoothly and efficiently. NSS Assembly meetings typically last 1.5-2hrs but have gone up to 4hrs in length (rare, but it can happen!) in the past, depending on the Agenda's business and the volume of planning and business we have. Let's remember to be patient and flexible. We will always keep your hectic nursing schedules in mind, but be sure to plan ahead and block off time for NSS Assembly. ☺

Date	Location
January 11 th , 2017	McLaughlin Room, JDUC
January 25 th , 2017	McLaughlin Room, JDUC
February 8 th , 2017	McLaughlin Room, JDUC
March 8 th , 2017	McLaughlin Room, JDUC
March 22 nd , 2017	MacDonald 001
April 5 th , 2017 (Bring-A-Friend Day)	Wallace Hall, JDUC

Above listed are the meeting dates and locations that Ruixi & Alexandra booked. Geoffrey will confirm the locations at our first meeting, but please mark your calendars!

Meeting Etiquette and Guidelines:

- 1) **Reports sent to vpua@nss.queensu.ca by the **Saturday @ 5pm (No late reports will be accepted! ... Please do not be late!!)** before the Wednesday in which our meeting takes place.** Be sure to keep your work well documented as you go – running documents help report time to be quick and easy! * **Failure to submit report/submitting late twice will warrant a meeting with the Executive ☹**
 - Purpose of reports: To update assembly on what you've been working on. To report on any external committee meetings you attend.
 - Formatting: Typed and saved as a word doc. Any motions can be typed into the motion submission document. Be sure to save these pieces to your personal computer before sending them in as well!
- 2) Guest speakers will be present at beginning of meeting. Please ensure laptops are closed, and undivided attention is given. A maximum of 2 guest speakers will be allowed at each Assembly, unless otherwise agreed upon by all Assembly members.
- 3) Meetings will begin promptly at their scheduled time. Pro Tip: It is always a good goal to arrive 5 to 10 minutes early to get settled (AND GRAB SNACKS).
- 4) Remember to raise your placard to be added to the Speaker's list. Wait for a nod or thumbs up to confirm the speaker has acknowledged you. Before speaking, state your name and position.
- 5) Robert's Rules and formal business etiquette recommend members to state their name and title, and stand when they wish to speak- let's try this out and see how it goes! I think this might be a great way to build our public speaking comfortability and professional development.
- 6) Attendance: Constitution states that no member may miss more than 2 meetings in a given year for unexcused reasons. This will warrant a meeting with the Executive Board. Having said that, illness and otherwise deemed extenuating circumstances will not contribute to this. In the event that you find yourself in a situation related to the latter of this point, you are encouraged to email or call Alexandra, Cortnie or Geoffrey. Our door, line, and inbox are always open for each of you!! ☺

Keeping Track:

Keeping track of your service to NSS is not only a great way for you as an individual to be inspired by your work, but also but those around you and all those to follow to experience the same. Your reports are likely going to be your best aid to keep track of your work. These will be helpful at the end of the semester when you are asked to submit a little summary of the semester. Being nursing students, especially, we think this will be an excellent way for us each to practice self-reflection, and find joy in our service together!

Expectations for Reports:

- First and foremost, they are delivered on time via email
 - Georgia, 12pt. font
 - Clearly organized and fluid with use of underlined subtitles and bullet points
 - Signed with your name
- If you have nothing to report for the upcoming meeting, please do not disregard sending in a report. Still send in something that is worthy for discussion whether it be a new recipe that you tried, or how someone was able to make your day! Keep up the good habit of sending in a report.

** Please take a moment now to mark your agendas/calendars with a reminder to submit reports by 5pm the Saturday prior to each NSS Meeting **

NSS Email Accounts:

For all matters pertaining to NSS, your official email addresses shall be used. Class presidents are permitted to use their personal Queen's addresses. As a general note to all: remember to use Georgia 12 font, a signature at the bottom of your email, and an NSS banner on all emails (sometimes the banner can be tricky depending on which computer you use, but do your best to include this wherever possible). Please refer to any email Alex, Cortnie or Geoffrey have sent you as a guideline.

External Committees:

Membership for external committees from last semester will continue into this semester for class presidents. To Commissioners: please inform NSS at our first meeting with external committees you will remain on that your predecessor previously held, and which you'd like to put up for new appointment.

Events and Communication Application Form:

The events and communication application form is highly suggested when organizing an event. This allows NSS to have records for events that we can add to the NSS calendar as well as assisting in filtering out inappropriate events. If you're planning an amazing event, make sure you fill one of these out; it can be found under resources on the NSS website. When completed, remember to send it to Geoffrey for processing as a pdf file under the file name yourfirstname.communicationrequest (all this can be found on the form).

Funding Application Form:

If you require funding assistance for an NSS event or NSS-related activities, feel free to fill out the Funding Application Form on the NSS website. Simply fill out the form as well as providing Geoffrey with an invoice so we can keep records of our funding. Similarly with the events and communication form, send the completed form to Geoffrey as a pdf file under the file name yourfirstname.fundingrequest. If you have any questions with filling out this form, feel free to contact Alex, Cortnie, and Geoffrey and we will do our best to help you out.

Skills Survey:

Do you have a unique or secret skill that you are willing to share? As suggested by an NSS Assembly member, we would like to compile a list of special skills from all NSS members and share it with all members. This list will act a resource for planning and organizing NSS events so that we are able to utilize each member's unique skillset and increasing collaboration amongst NSS members. When you have the chance, fill out this Google survey (<https://goo.gl/forms/PCtPJgFLYdIE7AJB2>) and tell use all about your cool skills©!!!

NSS Office:

Our office is located in Rm. A610 on the 3rd floor of the Queen's Centre. Geoffrey will be organizing the Office Hours Schedule for this semester at our first meeting.

Office hours will fall under two categories: open and closed. Open hours will be those in which students at large are welcome to come visit you to discuss an advocacy issues or to learn more about the NSS. Closed hours will be for recurring meetings with the groups or committees you oversee. Office space is intended for professional use only. A lockbox will be available on the door to the office. Its combination is _____ (please record combo here). Cogro gift cards will be stored in the office. Members are permitted to use these cards to purchase 1 (one) regular sized beverage from the Common Ground. Receipts must be filed for every purchase to be reviewed by the Vice President of Operations regularly.

Please refer to the Office Hours Primer for further details. We will go over this at our first meeting back on January 11th.

NSS Nursing Student Lounge:

Room 208. of the School of Nursing is open for business!! We will be having a welcome back pizza party in January to celebrate. The Exec Team will also be looking into the prospect of booking the student lounge for events, so stay tuned. We will be giving the space to use as an OSCE waiting room for sure, so this is exciting!

A General “How-To” Guide for Assembly Meetings:

1. Guest Speakers
2. Approval of the agenda – Be sure to read it in advance. If something is missing, you can do so during this point!
3. Approval of the minutes – The minutes from the previous meeting will have been circulated, so give them a good read. If there are any inaccuracies, please identify them at this time.
4. Member’s Reports- Also give these a read beforehand to see what your peers have been working hard at, or where you might be able to offer support, or even a *pat on the back*. Please feel free to give a verbal on what you’re most excited about: projects, progress, triumphs, whatever you’d like!
5. Question period – A time to ask questions about anything in the reports, or that has been mentioned up to this point!
6. New Business – Please do your best to email motions to the President and VP UA when you send in your member’s reports. This is when the motions will be presented, debated, and voted upon.
7. Old Business – Here, we have the second reading and voting up motions that were passed at the meeting preceding the current one. Once a motion passes its second reading, it will be written into constitution by the NSS Senator.
8. Discussion Period – This is the part of the meeting where you can bring up any new projects that will need follow-up. For example, you might wish to talk about an event you are planning and throw a few ideas onto the table for feedback.

How Our Crest Came to Be:

Established in Fall of 2013*, the Nursing Science Society crest brings together the very elements that define what it means to be a part of the Nursing Science Society: leadership, tradition, and care.

Located at the top of the crest, you see the “Florence Nightingale Lamp.” It was made most prominent during the time of the Crimean War, when Florence Nightingale circulated wards filled with wounded soldiers to ensure that they were well. Just as her lamp lit up the dark and gloomy nights, she lit up the lives of those she cared for. It is because of her dedication and selflessness that Florence Nightingale is an inspiration to nurses everywhere. Her leadership is a beacon of hope for nurses who face challenges every day.

On the right is the “Caduceus”, a symbol representing the tradition of medicine. It is important to note that we only see half of this figure. This is attributed to concept of nurses being life-long learners. We are rooted in our journey here at Queen’s University, and what we will make of it is yet to be discovered.

Next, we see the “Three Crowns.” These crowns represent the “Three C’s of Nursing” by Lynda Hall. Lynda was an advocate for the critically ill and developed this theory of care in the 1960s. The Three C’s of Nursing are core, cure, and care. Core represents the person or patient whom nursing care is directed towards. Cure is the attention given to patients by healthcare professionals, as well as the treatment focus. Care is the comfort measures used to meet the needs of patients. It is through the understanding of these values that nurses are able to provide quality care.

The quote that drapes across the crest reads “Vincat Scientia Morbos.” This is Latin for “conquering disease through knowledge.” As leaders in healthcare, we are called to a battle each and every single day. We brave each new day with leadership- working to advocate and respect the needs of our patients. We brave each new day rooted in tradition- continuing the legacy of the valiant health care professionals before us. We brave each new day with the passion to care- understanding that our work will never be finished, but our impact will be boundless.

This crest represents who we are. We are the Nursing Science Society!



Final Notes

Leadership, tradition, and care are the defining elements of the NSS. Together, we strive to represent, inspire, and assist our students to the highest degree possible.

We encourage you all to reach out to any the members on the executive team, as well as one another for any support and guidance you may need throughout the year! We will work together to ensure that you are each supported, and empowered within your positions. It is our goal to make certain that you each feel well-adjusted to your positions and are able to achieve a comfortable sense of balance throughout the school year. We are always happy to meet for check-ins, so don't hesitate to reach out even if you want to simply grab a coffee and talk about

life... We're all in this together, and ultimately want this to be an enriching experience for YOU!

😊

Goals for Our First Meeting:

- Brainstorm goals for the semester: individual and overall with the group
- Begin thinking about budgetary needs for your position
- Find a quote that inspires you to bring to the team and present
- Check your calendars for availability for the weekend of January 20th, please & thank you 😊

Remember to earn your responsibility each and every day, reach out for help when needed, take care of your own health and well-being, and shoot beyond the stars.

You have all been elected and hired to serve the Nursing Community at Queen's. We have the utmost confidence in each and every one of you. You are all capable of brilliant things and we cannot wait to see what you achieve! It is important that we all strive to be patient, honest, and optimistic with our efforts. We are a team, and together we can achieve any goal we set our minds to!

Vincat Scientia Morbos,

Alexandra Palmeri, Cortnie Lortie & Geoffrey Tai





Nursing Science Society

Assembly Meeting Minutes

Date: January 11, 2017

Time: 7:12 PM

Minutes Taker (Position): Geoffrey Tai (Vice President, Operations)

Purpose of Meeting: Biweekly NSS Assembly Meeting

In Attendance:

- | | |
|---|---|
| <input checked="" type="checkbox"/> Alexandra Palmeri (President) | <input checked="" type="checkbox"/> Kelsey Elchuk (Year 4 Class President) |
| <input checked="" type="checkbox"/> Cortnie Lortie (Vice President, University Affairs) | <input checked="" type="checkbox"/> Brianna Sitwell (Year 3 Class President) |
| <input checked="" type="checkbox"/> Geoffrey Tai (Vice President, Operations) | <input type="checkbox"/> Year 2 Class President |
| <input checked="" type="checkbox"/> Taylor Ramsey (Senator) | <input checked="" type="checkbox"/> Catriona Buckley (Year 1 Class President) |
| <input checked="" type="checkbox"/> Kaitlyn Meloche (CNSA Official Delegate) | <input checked="" type="checkbox"/> Ashley Poffenroth (AST 4 Class President) |
| <input checked="" type="checkbox"/> Holly Dye (CNSA Associate Delegate) | <input checked="" type="checkbox"/> Sara Stephenson (AST 3 Class President) |
|
 | |
| <input checked="" type="checkbox"/> Christine Figeys (Events Commissioner) | <input checked="" type="checkbox"/> Alexi Honsberger (Head Cape) |
| <input checked="" type="checkbox"/> Matthew Secord (Academic & Professional Development Commissioner) | <input type="checkbox"/> Olivia Owsiany (Kingston Nursing Student Conference Director) |
| <input checked="" type="checkbox"/> Erin Roach (Social Issues Commissioner) | <input checked="" type="checkbox"/> Julia Kruizinga (Intern to President) |
| <input checked="" type="checkbox"/> Rowan Sandford Ladon (Health and Wellness Commissioner) | <input checked="" type="checkbox"/> Alex Troiani (Intern to Vice President, University Affairs) |
| | <input checked="" type="checkbox"/> Alexandra Sobczak (Intern to Vice President, Operations) |
| | <input type="checkbox"/> Other: |

Meeting Minutes

7:12 PM President begins meeting. Icebreaker started by President as introduction to meeting.

7:12 PM Guest Speakers (none).

- 7:12 PM Report from Executive Council.
- 7:15 PM Begin read-over of Agenda. Starting off with introduction page.
- 7:16 PM Contact information through the agenda presented by President. Listed temporary email for Social Issues Commissioner. New email will be made for Health and Wellness Commissioner. New emails will also be made for interns. Reminder that NSS-related emails should be done with the NSS emails. Informed assembly on how to create email signature and formatting.
- 7:18 PM Academics and Professional Development Commissioner had question regarding change of name on emails. Vice President University Affairs states that she will be visiting AMS IT office to get names updated as well as the new emails.
- 7:19 PM Election and Hiring presented by Vice President University Affairs. Class council elections will be held in March.
- 7:20 PM Grad awards presented by President. President suggests asking Senator, Year 4 President and herself as good resources for graduation awards. AST 4 President is now knowledgeable about process and will follow up as needed.
- 7:23 PM Meeting Dates and Location presented by Vice President University Affairs. Informed assembly about missing more than 2 meetings.
- 7:24 PM Meeting Etiquette presented by Vice President University Affairs. State need to submit report by Saturday @ 5 pm. Vice President University Affairs will have final agenda sent to all NSS Assembly members by Sunday or Monday before NSS meeting.
- 7:27 PM Guest Speakers presented by President. Noted that will have more guest speakers due to AMS elections coming up.
- 7:28 PM Speaker Application Form will be posted on NSS website and hiring will commence with speaker hired for next meeting possibly.
- 7:29 PM Keeping Track presented by President.
- 7:29 PM External Committees. President states master list will be created about all external committees and whether assembly members will be staying on or has a conflict. Note that AST 4 President is unable to continue on QHIP committee and Senator will be stepping up. Mentioned and advertised.
- 7:38 PM Events and Communication Application Form presented by Vice President Operations. On-line drop box will be created of past event forms. Noted to assembly that executives will act as resources when organizing events.

- 7:40 PM Funding Application Form presented by President. Mention about how budgeting and funding process will be. First budget will be completed by end of January or early February. Funding application is for new initiatives as well as spontaneous needs for funding.
- 7:41 PM Skills Survey Form presented by CNSA Official Delegate.
- 7:42 PM NSS Office presented by President. Office hours will be done at the end of meeting. Any additional bookings for office hours will be emailed to Vice President Operations. Noted receipt log for CoGro and able to buy one drink for each booking.
- 7:44 PM NSS Lounge presented by Intern of Vice President Operations. Mentioned that Linda Surrdt will be booking lounge as an OSCE waiting room.
- 7:47 PM Goals for the meeting presented by President.
- 7:48 PM Break suggested by Vice President Operation. Accepted by all NSS members.
- 8:01 PM Meeting brought back into session by Intern to President.
- 8:02 PM CNSA Official Delegate Goals: connecting and making CNSA more recognizable to nursing students. Additional costs related to nursing student fees. Delegates are thinking about talking to ONA.
- 8:04 PM AST 4 President noted that there are additional mistakes on academic calendar that may need to be fixed.
- 8:04 PM CNSA Official Delegate Goals (continued): big goal about ONA talking alleviating costs related to integrated practicum (living expenses, tuition).
- 8:05 PM AST 4 President noted that CNSA could talk to OT and med students about how they do their practicum. President also stated that a concern for OT and med students is double rent where they have to pay twice for housing situations. Year 4 President also noted that nursing practicums are given pretty late. Vice President Operations asked about concurrent education practicums and found that their placements may be a bit easier to find.
- 8:08 PM President reviewed CNSA Official Delegate goals.
- 8:08 PM CNSA Official Delegate would like to focus on national conference first and then focus on goals following up after conference.
- 8:08 PM CNSA Associate Delegate agrees with CNSA Official Delegate goals.
- 8:09 PM Social Issue Commissioner Goals: Speaker series (include maybe speaker on personality disorders). Commissioner also states that Med representative at

equity caucus was also interested in Food Drive competition between faculties. Anxiety workshop prior to OSCE. Possibly training upper years as mentors and councilors for students who have a bad day but need to check with Cheryl about confidentiality and feasibility.

- 8:11 PM Events Commissioner mentioned an organization called Homeless Homes that can be the organization supported by a drive competition.
- 8:11 PM Social Issues Commissioner: Booking positive space training (hopefully can choose a date soon as they are currently free).
- 8:12 PM President notes that if everybody is trained in positive space, the NSS office can have the positive space logo.
- 8:13 PM Senator mentioned anti-oppression training that could also be a training option.
- 8:13 PM President mentioned bystander training as another training option. President states that NSS Assembly members could have a “toolbox” of training from the above options, it could promote NSS as a welcoming and helpful environment.
- 8:14 PM Anti-stigmatization training is suggested by Social Issues Commissioner.
- 8:16 PM Multiple assembly members (AST 4 President, AST 3 President) also suggested many different other training options around the Queen’s community.
- 8:17 PM President notes that when students have academic concerns, they can approach Academics and Professional Development Commissioner and other members of NSS for assistance. Academic Grievance Centre were also suggested as a good resource. Informed Academics and Professional Development Commissioner about talking with academic grievance centre about the uniqueness of the nursing program.
- 8:19 PM Academics and Professional Development Commissioner mentioned suicide first aid training as a possible training option.
- 8:20 PM President reviewed Social Issues Commissioner goals. Notes NSS assembly can prioritize on which trainings to do. President noted that mentorship program was mentioned to Cheryl last semester, with key talk possibly about using NSS student lounge as possible safe environment.
- 8:22 PM AST 3 President suggested text or phone line. Social Issues Commissioner noted that there is high liability with insurance. President suggested that NSS can create an infographic about resources for mental health and academic-related topics.

- 8:24 PM AST 3 President goals: nursing packages for all years, may include stethoscope and scrubs. Vice President Operations noted that package can be made by NSS and given a discount and sold to nursing students.
- 8:26 PM AST 3 President also suggested to create better networking within the community about nursing resources and possibly getting outsourcing in the community. President mentioned that there has been someone who would like to do business about scrubs. Increasing awareness of funding and applying for funding by students.
- 8:28 PM NSS can do these packages by having all the orders being done in preparation for second years. Year 3 President has concern about how money would normally be given to class councils. President states that funding formula and ticket prices should be enough in paying for events. Vice President Operations notes that money will be lost by the NSS possibly from the packages and funding formula and budgeting will need to be done before further discussion.
- 8:35 PM CNSA Official Delegate notes that clinical sweaters is another option to be used as a funding option. Senators notes that other clinical gear could be used as fundraiser.
- 8:37 PM Year 4 President notes that pricing for yearbook and formal will be lower and NSS will provide additional funding.
- 8:38 PM AST 4 President also noted concerns about fundraising amounts may not cover all with ticket costs.
- 8:41 PM Year 4 President Goals: nursing formal, enact a policy that there is an hourly involvement requirement and then lead to an increase or decrease in ticket price. CNSA Official Delegate and Year 3 President show approval for goal.
- 8:46 PM AST 3 President wondered about NSS revenue. Vice President Operations shared past revenue with the rest of NSS. President notes that this year can show a good image about how budget planning should go.
- 8:53 PM Senator had question about budgeting and booth charging for Career Fair to Academics and Professional Development Commissioner.
- 8:53 PM President was able to answer question and noted that giving the hospitals notice before their fiscal year to allow for budgeting.
- 8:54 PM Senator and President provided suggestions to Academics and Professional Development Commissioner for potential career fair.

- 8:56 PM 12:32 AM Events Commissioner Goals: March 31st nursing formal for all students (includes DJ photographer and three course meal). Events Commissioner described detailed plan for nursing formal.
- 9:01 PM Social Issues Commissioner suggested coat check as a possible fundraiser. AST 4 President asked about need for student constables. President notes that NSS events will require AMS approval. AST 4 President notes that a different security company can be used as long as there is approval from AMS.
- 9:05 PM President notes that if there is anybody who needs to leave the meeting can leave. Motion was passed to extend meeting.
- 9:05 PM AST 3 President departs assembly meeting.
- 9:07 PM Year 3 President Goals: wants to involve Year 3 to become more involved in fundraising for the year. Year 3 President has created a PowerPoint and plans to talk with class about fundraising and importance of pinning and formal.
- 9:12 PM Events Commissioner Goals: pizza party next week and event for St. Patrick's Day.
- 9:13 PM President has planned Valentine's day trivia night at the grad club potentially with med and RT. Also notes that a future dodgeball tournament similar to the one held last fall may also happen. President notes about current development with clinical sweater.
- 9:16 PM Health and Wellness Commissioner Goals: finding resources around the Queen's community. Will talk to interfaith chaplain about mindfulness workshop. Has contact four directions aboriginal centre about possible workshops (can also get an elder to teach more in-depth). Queen's Dance club possibly could have workshops as well. Vice President Operations offered idea about Blood Pressure clinic as an idea in February.
- 9:22 PM Academics and Professional Development Commissioner Goals: possible OSCE prep shop but learned that vital signs OSCE will be held on final OSCE date. Noted that there have been a lot of volunteers in helping with the prep shop but will begin planning so that the real OSCE wouldn't be as scary.
- 9:24 PM Senator departs assembly meeting.
- 9:24 PM Study Buddies starting up again for second semester first years. Intern to Vice President Operations had question about when study buddy program will start/end. Academics and Professional Development Commissioner states that goal is to be throughout the semester. Vice President University Affairs notes that having program at the end can be a bit too stressful and agrees with program over the semester. Vice President Operations suggested

getting multiple mentors. President suggests adding a reference letter and possibly developing a study buddies logo.

- 9:32 PM Year 3 President notes that asking for tutor can be stressful and requiring a more standardized tutoring service.
- 9:33 PM Academics and Professional Development Commissioner also noted that he hopes study buddy program can be more tutorial-like than a formal tutoring session. Year 3 President and Vice President Operations noted possible suggestions with tutoring session. AST 4 President encouraged use of survey for tutor and general program survey to use as a research. Vice President University Affairs suggested a google doc to create a couple of details for each course to better prepare lower years.
- 9:42 PM Social Issues Commissioner suggested possible panel talking about courses created by upper years similar to AST Orientation Week.
- 9:46 PM Assembly brainstormed possible courses for study buddies. Included psychology and microbiology as full-semester programs while health assessment study buddies may be done during mid-term/OSCE/exam times.
- 9:49 PM Concerns with regards to OSCE prep, specifically confidentiality about official tips on OSCE.
- 9:49 PM AST 4 President goals: class bonding events in the beginning and then focus on fundraising near the end of the semester. Class event coming up in a couple of weeks. Grad Committee appears to be working hard on planning for graduation.
- 9:50 PM Year 1 President goals: getting class more involved.
- 9:50 PM Suggestion to interns to help with study buddies program.
- 9:51 PM President suggests NSS gear such as sweaters. Assembly also discussed about clinical sweaters.
- 9:56 PM March Break Open House discussed by Vice President University Affairs.
- 9:56 PM President states importance of advocacy within her portfolio.
- 10:08 PM President concluding meeting with office hour sign ups and meeting time with commissioners.
- 10:10 PM Meeting adjourned.