



**Arkansas State University Student Nurses' Association  
Strategic Planning Meeting for 2023-2024 Board of Directors  
May 4th, 2023  
Location: CNHP 602**

- 1) **Call to Order:**
- 2) **Roll Call:**

President: Jonathan Schaufler - **Present**  
Vice President: Parker Ferguson - **Present**  
Secretary: Samantha Stiener - **Present**  
Treasurer: Katie Henley - **Present**  
Nominations and Elections Chair: Danelly Orozco - **Present**  
Breakthrough to Nursing: Keyerra Dotson - **Present**  
Webmaster: Alexandria Bozeman - **Present**  
Public Relations: Angel Monroe - **Present**  
Senior Representative: Alaina Allen - **Present**  
Junior Representative: Mattison Juarez Harris - **Present**  
Sophomore Spring Representative: Mariah Garrett- **Absent**  
Accelerated Representative: Judy Heang- **Absent**  
Faculty Advisor: Addie Fleming - **Present**  
Faculty Advisor: Kayla Travis - **Present**  
Visitors:

- 3) **Announcements**

- a) **Welcome**

- i) This is the first official meeting of the 2023-2024 Board of Directors for the A-State Student Nurses' Association. There are a lot of ideas that I know we all have for this year and I want this time to be a brainstorming session. Any ideas are welcome!

- b) **Lunch??**

- c) **NSO Table 11:15am-12:30pm**

- i) May 9 (Honors College)- **wear scrubs and badge**  
**(1) Jonathan Schaufler**  
**(2) Parker Ferguson**
- ii) June 6 (Nursing and Health Professions)- **wear scrubs and badge**  
**(1) Would like a lot of board to attend**  
**(a) Mattison Juarez Harris**

- (b) Danelly Orozco
- (c) Samantha Stiener

(2) Draw

- (a) Must follow on instagram, give us info on google form
- (b) Parker Ferguson makes a motion to make a budget to purchase items for the NSO table that does not exceed \$150. Katie Henley seconds. None opposed. Motion passes.

#### 4) Review

##### a) Robert's Rules of Order

- Roberts Rules of Order will be followed during the 2023-2024 school year.
- Robert's Rules of Order are rules regulating parliamentary procedure and used by most organizations.
- By laws (or rules) found on the website: [astatesna.org](http://astatesna.org)
- Video of previous board members demonstrating these set rules is as well found on the website: [astatesna.org](http://astatesna.org)
- Major rule we are held accountable for: **don't speak out of turn!**

##### b) Professionalism

- i) Professionalism is expected during meetings and functions of SNA at the local, state, and national level by how you speak, dress, and act.

##### c) Website Information and Bylaws

- i) Bylaws and website information can be found at: [astatesna.org](http://astatesna.org)

(1) A few bylaws to remember are:

- (a) You're allowed two unexcused absences, if you have an excused absence communicate with Jonathan (President) or Advisors
  - (b) Must maintain a minimum passing average of a 78% to maintain board seat
  - (c) Must maintain a record free of professional behavior documentation within the last 12 months
- ii) Parker makes a motion to amend proposed bylaws with noted changes seen below to be approved at the next BOD meeting. Alaina seconds. None opposed. Motion passes.

##### iii) Old Bylaw Wording

###### (1) ARTICLE IV: OFFICES OF THE BOARD OF DIRECTORS

Section 1: Composition

A. There shall be four (4) executive officers on the A-STATE -SNA Board of Directors to include the President, Vice-President, Secretary, and Treasurer. Duties provided in Article IV, Sections 5A-5D.

B. There shall be three (3) class level representatives, one to represent each level of Arkansas State University - Jonesboro School of Nursing, Bachelor of Science in Nursing students (sophomore, junior, and senior). The sophomore level representative shall be elected no later than the last day of the

second week of class of the current school year. Duties provided in Article IV, Section 5E.

C. There shall be four (4) elected chairpersons/directors, a Public Relations Chair, a Nomination and Elections Committee Chair, Breakthrough to Nursing Chair, and Webmaster Chair. Duties provided in Article IV, Sections 5F-H.

**(2) Article IV Section 6: Duties of the Officers**

H. The Sophomore, Junior and Senior Class Representatives shall:

1. Correspond with each class regarding current A-STATE -SNA, ANSA and NSNA business.
2. Advocate and be a voice for each respective class within the Board of Directors.
3. Notify all classes of the time and place of all regularly scheduled meetings of the Board of Directors.
4. Report activities and correspondence in each respective class at each regularly scheduled board meeting.
5. Serve as or designate a delegate as a substitute to serve at the ANSA annual fall convention for Arkansas State University – Jonesboro.
6. Perform other duties as assigned by the President.

**(3) Section 5: Officer and Elected Chairperson Eligibility**

A. Candidates shall be chosen from among the members of the A-STATE -SNA who have expressed an interest in serving as an officer on the Board of Directors.

B. Candidates shall be active members of A-STATE -SNA and enrolled in a nursing program at the Arkansas State University - Jonesboro campus for at least five (5) months of a term of office (with the exception of the sophomore representative), and shall agree to fulfill the commitment to their position.

C. All officers and elected committee chairpersons/directors shall maintain the minimum of a B average based on the current grading scale set by the academic and professional/ethical requirements set by the Arkansas State University School of Nursing Student Handbook. If an officer fails to meet those requirements, he/she will relinquish his/her office.

iv) Proposed New Bylaw Wording

**(1) ARTICLE IV: OFFICES OF THE BOARD OF DIRECTORS**

Section 1: Composition

A. There shall be four (4) executive officers on the A-STATE -SNA Board of Directors to include the President, Vice-President, Secretary, and Treasurer. Duties provided in Article IV, Sections 5A-5D.

B. There shall be a class level representative to represent each level of Arkansas State University - Jonesboro School of

Nursing, Bachelor of Science in Nursing students (sophomore, junior, senior, and accelerated). In addition, there shall also be a Pre-Nursing chair to represent the Pre-Nursing students of Arkansas State University. Duties provided in Article IV, Section 6H.

C. There shall be four (4) elected chairpersons/directors, a Public Relations Chair, a Nomination and Elections Committee Chair, Breakthrough to Nursing Chair, and Webmaster Chair. Duties provided in Article IV, Sections 5F-H.

**(2) Article IV Section 6: Duties of the Officers**

H. The Pre-Nursing, Sophomore, Junior, Senior, and Accelerated Class Representatives shall:

1. Correspond with each class regarding current A-STATE -SNA, ANSA and NSNA business.
2. Advocate and be a voice for each respective class within the Board of Directors.
3. Notify all classes of the time and place of all regularly scheduled meetings of the Board of Directors.
4. Report activities and correspondence in each respective class at each regularly scheduled board meeting.
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B. Candidates shall be active members of A-STATE -SNA and enrolled in a nursing program at the Arkansas State University - Jonesboro campus for at least five (5) months of a term of office (with the exception of the pre-nursing, sophomore, and accelerated representative), and shall agree to fulfill the commitment to their position.

C. All officers and elected committee chairpersons/directors shall maintain the minimum of a 78 average based on the current grading scale set by the academic and professional/ethical requirements set by the Arkansas State University School of Nursing Student Handbook. If an officer fails to meet those requirements, he/she will relinquish his/her office.

**-New Business**

**d) Bylaws and motion to amend**

- i) [https://www.astatesna.org/files/ugd/ef83f5\\_cdad8e574fec4e7ea61d2a81d3401746.pdf](https://www.astatesna.org/files/ugd/ef83f5_cdad8e574fec4e7ea61d2a81d3401746.pdf)
- ii) <https://mail.google.com/mail/u/0?ui=2&ik=439e43cbc3&attid=0.1&permmsgid=msg-f:1764972739913515001&th=187e715b10caff9&view=att&disp=inline>
- iii) Motion to amend to add a Pre-Nursing Chair
  - (1) Contact making connection classes (BTN)
  - (2) Working with BTN
  - (3) Getting contact information from those willing to give it

**e) Sophomore Orientation**

- i) Friday, August 18
- ii) Selling Table

**f) BTN Committee: WELCOME WEEK!**

- i) Head: Keyerra Dotson (BTN Chair)
  - (1) Members: Jonathan, Parker, Danelly, Samantha
  - (2) Responsible for Welcome Week, community outreach, etc
  - (3) Book pavilion

**g) Nurse Essential Kits**

- i) Ms. Travis and Mrs. Fleming have already started

**h) General meetings**

- i) All meetings will be open meetings
- ii) Allowed to miss 2 meetings per year
- iii) Discuss possible dates and times for the next few months
- iv) Wednesdays at 11:30
- v) July 12 2:30pm Zoom
  - (1) Welcome Week
  - (2) Budget
  - (3) Awards

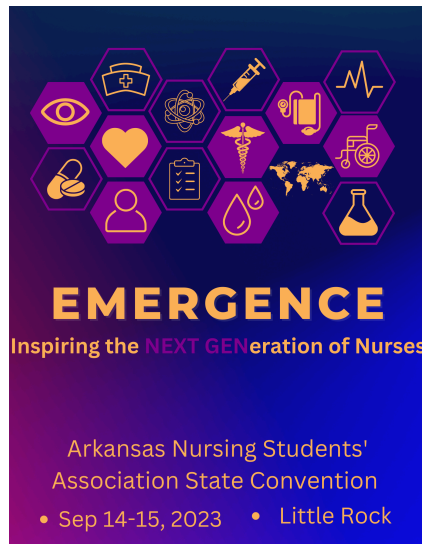
**i) Expectations for the year**

- (1) More events and interaction with cohorts
  - (a) Boost membership!!
- (2) Be more active on social media
  - (a) Headshot event

**j) Community Service Opportunities**

- i) Microsociety
- ii) Period Packing Party
  - (1) NYIT
- iii) Disaster Preparedness
- iv) Together We Foster
  - (1) Duffle bags/suitcases
- v) Miracle League

## k) State Convention



- i) **Date: September 14-15, 2023**
- ii) **Location:** Little Rock Convention Center
- iii) **Awards**
- iv) **Getting more students from A-State to attend**
- l) **Fundraising**
  - i) Fundraising committee: Katie Henley (Treasurer)
    - (1) Keyerra, Parker
  - ii) T-Shirts: Katie & Parker
    - (1) T-Shirt sale at beginning of school year, one at Christmas, one after back from Christmas break.
    - (2) Also do a t-shirt fundraiser close to time around graduation.
    - These shirts will be for their careers (peds, ER, surgical, etc.)
  - iii) Selling at State and National Convention and Sophomore Orientation
    - (1) TBD
  - iv) Other ideas??
    - (1) Cornhole tournament
    - (2) Golf scramble
    - (3) Benefit Night (Andy's or such)
- m) **Resolution**
  - i) A resolution is written by 2 authors to be presented and accepted at Nationals for the Board of Nursing associates to approve.
  - ii) Presenting in front of the House of Delegates
  - iii) Cannot be similar to previous resolutions that have been passed within the last 5 years
  - iv) Alaina: Resolution for State and Nationals!
  - v) **Medical disability indicator on driver's license**
    - (1) Matti-primary author
  - vi) **Impact of elementary school teachers having BLS certification as a requirement**
- n) **National Convention**

- i) April 2024
- ii) Orlando, FL
- iii) Leave on Monday, Tuesday free day, convention Wednesday
- iv) Fundraising
  - (1) Roughly \$10,000
- o) Pins and Cords Ceremony**
  - i) Pinning
    - (1) Alaina will be in charge
  - ii) Date- May 3, 2024
- p) Budget Approval**
  - i) The Board needs to approve the operating budget for the upcoming year.
  - ii) How much money is in the bank account now?
    - (1) Banking Account: \$13,049.81
    - (2) Fundraising Account (to be transferred to Banking Account): \$2,009.91
      - (a) Transferred: \$1,809.91
      - (b) New banking account total: \$14,859.72
      - (c) New fundraising account total: \$200.00
  - iii) Katie will present at July BOD meeting
- q) More interaction with campus, cohorts and CNHP as a whole**
  - i) Competitions
    - (1) Nursing field day/olympics
  - ii) Awards
  - iii) Healthy Talks
- r) Nurses Week May 6-12**
  - i) May 11, 2023 9:00 am School of Nursing Meeting
    - (1) 42 people
    - (2) Donut know what we would do without y'all, Happy Nurses Week!
    - (3) Donuts, OJ and possibly Shadrachs Coffee
- s) ROO System**
  - i) Report Of Office
  - ii) ANSA does this and it's a great way to ensure that every board member is on task and doing his/her job
  - iii) Every member sends his or her "ROO" to the secretary at least 24 hours before each meeting. The secretary then attaches each member's ROO to the end of the meeting minutes. When roll is called at the beginning of each meeting, the member reads his or her ROO after saying "present"
- t) GroupMe**
  - i) Check GroupMe frequently in the summer for dates, events, and voting.
- u) Closet**
- v) Adjourn: Alaina moves to adjourn the meeting at 12:01pm. Katie seconds. None opposed. Motion passed.**

## 5) Discussion

### Important Dates (Tentative):

- 1.

**Tasks to get done this summer in preparation for Orientation Week:**