

STTI ALPHA ETA CHAPTER BOARD MINUTES

Thursday 3/1/2018 from 5pm-6pm

Location: June Bailey Conference Room N531F/Zoom

Present: Therese Doan, Mandy Peacock, Schola Matovu, Leigh Shinn, Jerico Alicante, Lin Lin, Melinda Cuthbert, Sam Lee, Megan Duck.

Unable to attend: Pat Sparacino, Zina Mirsky, Pam Bellefeuille, Satu Larson, Monica McLemore, Mary Foley, Daniel Linnen, Jennifer McAdams, Melinda Bender, Katherine Cleo, Purnima Krishna

Topic	Discussion	Outcome and/or Follow up
<i>Checking in & announcement</i>	<ul style="list-style-type: none"> • Welcome back Schola, LSC Chair! 	
<p><i>Review and approve:</i></p> <ol style="list-style-type: none"> 1. February 2018 board meeting minutes 2. March meeting agenda approved 	<ul style="list-style-type: none"> • February 2018 minutes: Therese moved to approve minutes, Jerico seconded. Unanimously approved 5:06pm • March agenda additions: Jerico moved to approve agenda; Mandy seconded. Unanimously approved at 5:08 pm. 	
<p><i>President's Report by Melinda Cuthbert</i></p> <ol style="list-style-type: none"> 1. Research symposium planning progress 2. Collaboration with Nu Xi spring enrichment program. 	<ol style="list-style-type: none"> 1. Research symposium meeting minutes will be attached to these minutes. Work group: Therese, Melinda (Chair), Lin Lin, Mandy, and representatives from collaborating chapters including Alpha Gamma (SJSU), Beta Gamma (USF), Nu Psi (SFSU), and Nu Xi at large (Samuel Merritt, Holy Names, CSU East Bay) So far, we have held three planning meetings. Each chapter plans to contribute \$300 and will participate in oral and poster presentations. Event is moved to 4/27, 1-6pm, in Cole Hall . Dr. Sandra Weiss will be the keynote speaker. Instead of welcome/Introduction by Dr. Catherine Gillis, the chapter presidents will greet audience. We're still working on getting an emcee for the event. The closing keynote will be given by Ennea, new Region 1 coordinator. Next research symposium workgroup meeting is on March 8 via Zoom. 2. March 10th: Nu Xi is holding a spring enrichment event: Mandy sent email to invite participation from Alpha Eta members and got one reply. Mandy also volunteers herself. Schola said she may be able to attend 	<ol style="list-style-type: none"> 1. Deadline for posters and presentation application due March 21 for the symposium. It could be moved later 2. Mandy and Karen Acevedo will be there to help Nu Xi. Schola will also attend, if not working that day

<p>VP report</p> <ol style="list-style-type: none"> 1. Facebook update 2. Plan for membership drive: who is going to man the table? What do need to bring? Set deadline for membership application 3. Leadership symposium update 	<ol style="list-style-type: none"> 1. FB update: Board members to fill out form about themselves for Katherine to update Alpha Eta page. 2. Membership drive did not happen on Feb 14. We need to recruit students from the MEPN classes and it should happen as soon as possible. The plan is: (1) Lin will inform MEPN students in her group. She said Mary Foley will be coming in to address students and Pam Bellefeuille can address students in the other group. We need to set new deadline because we will not make the 3/20 deadline. Since winter quarter will end in 2 weeks and spring starts April 2. Megan suggested and Board unanimously approved to extend Deadline to April 6, 2018 for membership applications. 3. Katherine emailed Catherine Dodd on February 28 for Leadership symposium speaker. If we don't hear from Dr. Dodd by mid March, we will ask another speaker. Megan suggests asking Audrey Lyndon to speak about nursing leadership. 	<p>Lin will follow up with Pam and Mary Foley to talk to MEPN students.</p> <p>3. Katherine to follow up with Dr. Dodd and let us know by 3/16. If no answer by that time, Megan will ask Dr. Lyndon.</p>
<p>Treasurer's report</p> <ol style="list-style-type: none"> 1. New item since February board meeting 	<ul style="list-style-type: none"> • Treasury report: see document attached. <ol style="list-style-type: none"> 1. Sam and Therese opened up the Wellsfargo account! 2. \$69 check for renewing AE website hosting x 2years. 	
<p>Research chair's report (by Mandy)</p> <ul style="list-style-type: none"> o Update on number of research award application (Monica) 	<ul style="list-style-type: none"> • We have a total of 4 applications for 2018 research award; of those 3 are under review. One of the 3 under review is from Tau Lambda at-Large Chapter. Alpha Eta provided \$2200 (\$2000 grant + \$200 service fee to STTI Foundation. We had one application which Lynn Lambuth requested us to review because she thought it was not as strong as applications in the past years. Monica as research chair will conduct the review. Therese spoke with the Chapter Mentors who recommended that, in the event the grant was not deemed fundable, we will not fund it. 	<p>Mandy will follow-up with Monica.</p>
<p>LSC Report</p> <ol style="list-style-type: none"> 1. Ballot slates 2. MMS Award 	<ol style="list-style-type: none"> 1. Jerico posted announcement on STTI Connection re. call for nomination of Alpha Eta Board. Jerico plans to learn how to use Google form to run the Election instead of Survey Monkey. Qualtrics is a good back up. 	<ol style="list-style-type: none"> 1. Jerico & Schola will work together on the election. If we need to use Qualtrics, Schola has access to it via UCSF.

	2. Jerico wants to nominate a UCSF faculty (?) for Margreta Madden Styles Award (MMS) but he wonders if it's conflict of interest. The Board concur that there is none.	2. Jerico will submit his nomination for MMS.
<i>Adjourn</i>	Meeting adjourned at 6:05. Motioned to adjourn, unanimously approved.	

NEXT MEETING: Thursday April 5, 2018 5-6 pm. Call-in number: **Will send Zoom link with call-in number prior to meeting**

Respectfully submitted by: Mandy Peacock, AE Secretary
Reviewed by Therese Doan, AE President, 03/01/18