

**Nursing Student Council (NSC) Meeting Minutes**  
**May 15th, 2020, 2:00PM**  
**Zoom Conference Meeting**

Present were:

- President: Jennifer Herrmann
- Vice President: Chaya Weinstein
- Treasurer: Kerry Hosford
- Secretary: Vivian Hoang
- ABSN Undergraduate Representative: Emily Zheng
- RN-BSN Undergraduate Representative: Susanna Scalise
- FNP Graduate Representative: Saundra Jones
- WHNP Graduate Representative: Lyne R. Jean-Louis

With quorum present, Jennifer Herrmann called the meeting to order at 1:00PM. The following were discussed:

1. **2020-2021 Budget Proposal**. Additional revisions and corrections to the budget proposal were made after conversations with the FSA office and NSC faculty advisor, Dr. Rosario Sim.

To be clear, the attached budget means that the NSC has decided not to offer any refund of Spring 2020 student activity fee to Nursing students. This decision was made as the CON convocation event that was budgeted for May 2020 has been postponed but will be planned in the 2020-2021 fiscal year or as soon as feasible given COVID-19 parameters. Additionally, the council has decided not to lower the 2020-2021 student activity fee as we feel the fee is the appropriate amount for a full fiscal year without pandemic restrictions. In the event the postponed convocation does not take place in the 2020-2021 fiscal year, the council will make a decision about what to do with those funds at the time the event is either confirmed or cancelled.

The president of the NSC, Jennifer Herrmann, had a phone conversation with faculty advisor, Dr. Rosario Sim on May 13th, 2020 regarding the attached budget proposal, the decision to **not** return any student activity fee money to Nursing students, and the decision to **not** lower future student activity fees; Dr. Sim is in full agreement with all of the aforementioned decisions.

**MOTION:** To approve the 2020/21 budget as presented, see attached

**Seconded by:** Kerry Hosford

**Vote: Motion unanimously approved**

2. **Adjournment**. The next meeting will be 6/9/2020 at TBD time. There being no further business, the following motion was made by Vivian Hoang:

**MOTION:** To adjourn at 2:15PM.

**Seconded by:** Kerry Hosford

**Vote: Motion unanimously approved.**

**Respectfully submitted by:**

A handwritten signature in black ink, appearing to read "Vivian Hoang", written in a cursive style.

**Vivian Hoang, NSC Secretary**

**Faculty Student Association of DMC-Student Activity Fund**

**Nursing Student Council (NSC)**

**FY 2021 = June 1, 2020 through May 31, 2021**

**BUDGET TEMPLATE**

For each Council account, Column C = the Council's current Yr Certified Budget, Column D= Actual 10 months Year to Date amounts. Insert Council's Proposed FYE 2021 Budget in Column E.

Add/Insert rows for any needed New Accounts (insert title, leave account # "TBD")

Account	Description	Certified Budget 2020 - 2021	Current YTD as of 03/31/20	Proposed Budget 2020 - 2021	Difference (Funds Avail)	Comments
<b>Income</b>						
40-49001-014-30001	ACTIVITIES FEES INCOME	\$ 13,145.00	\$ 15,505.00	\$ 15,505.00		
40-40001-014-30001	ROLLOVER BALANCE	7,789.81	7,789.81	13,859.12	-	
<b>Total Income</b>		<b>\$ 20,934.81</b>	<b>\$ 23,294.81</b>	<b>\$ 29,364.12</b>	<b>\$ -</b>	Formula cell (Don't change)
<b>Program Expenses</b>						
<i>Note: If a Club/Org does its own fundraising, Be sure to mark Column F comment= "Retains Any Prior Year Rollover".</i>						
40-70009-014-30001	ADMINISTRATION FEE	\$ 215.00	\$ -	\$ 220.00	\$ -	Formula cell (Don't change)
40-70318-014-30001	ACCEL PINNING 7 AWARDS EVENT	\$ 2,346.00	\$ 2,346.00	\$ 2,346.00	\$ -	
40-70301-014-30001	RN-BS & GRAD CONVOCATION CURRENT FY	7,450.00	-	7,450.00		
40-70302-014-30001	CONVOCATION MAY PRIOR FY	7,450.00	-	7,450.00	-	Retains rollover from previous year-70301-014-3001
40-70371-014-30001	DOWNSTATE STUDENT NURSING ASSOCIATION (DSNA)		(119.20)	450.00		
40-70304-014-30001	EDUC CONFERENCES & RESEARCH ACTIVITIES	2,000.00	510.00	2,000.00		
40-70097-014-30001	CON WHITE COAT CEREMONY	3,500.00	3,500.00	3,500.00	-	
40-70173-014-30001	PROGRAMS & PROJECTS	2,857.81	1,509.62	2,552.12		Retains any rollover
40-70305-014-30001	SOCIAL ACTIVITIES	670.00	489.27	1,000.00		
40-70280-014-30001	SUPPORT TO BROOKLYN FREE CLINIC	1,200.00	1,200.00	1,700.00	-	
<b>Total Program Expense</b>		<b>\$ 27,688.81</b>	<b>\$ 9,435.69</b>	<b>\$ 28,668.12</b>	<b>\$ -</b>	Formula cell (Don't change)
<b>Balance Before Reserves</b>		(6,754.00)	13,859.12	696.00		Formula cell (Don't change)
<b>Reserves:</b>						
40-70181-014-30001	RESERVE FUND	696.00	-	696.00		7%
<b>Total Reserves</b>		<b>\$ 696.00</b>	<b>\$ -</b>	<b>\$ 696.00</b>		Formula cell (Don't change)
<b>Total Expenses + Reserves</b>		<b>\$ 28,384.81</b>	<b>\$ 9,435.69</b>	<b>\$ 29,364.12</b>		Formula cell (Don't change)
<b>Total Net Income less Expenses + Reserves</b>		<b>\$ (7,450.00)</b>	<b>\$ 13,859.12</b>	<b>\$ -</b>		Formula cell (Don't change)
<b>*SUNY Reserve Guidelines &gt;5% and &lt;100% of prior year actual expenses</b>						