

**Nursing Student Council**  
**May 25th, 2022, 10:00 AM**  
**Zoom Meeting**

**Attendees:**

- Dr. Lori Escallier
- Carline Thomany
- Latrice Soloman
- Karen Thomas-Lovell
- Dr. Barbara Kitchener
- Shazia Peters-Steele
- Nyleptha De Souza
- Kelsey Lau
- Meredith Barba
- Jeanne Shotzbarger
- Jamelia Small

With quorum present, Dr. Escallier called the meeting to order at 10:00 AM.

The following were discussed:

**1. Convocation**

- a. Administrators -
  - i. Karen (July convocation)
  - ii. Latrice Solomon (December convocation)
- b. **Convocation A - JULY 21st @3pm** (*Graduates and RN-BS students*)
  - i. Dean's awards need to be designated
    - Recipients of RN awards and Graduate awards
  - ii. Create and send out RSVPs/ Survey
    - Need to know how many will be making attendance (students & guests)
    - Name of program
  - iii. Save the date needs to be sent out
  - iv. Reach out to Adam and Skyler for the maximum number of people allowed in the alumni hall
  - v. Faculty need to speak with Beth Steinfeld, Natalia, Janine, Annie Rohan to discuss Convocation A
  - vi. Roses need to be ordered
    - Graduates will receive - mug & rose
    - RN-BS will receive - pin & rose
  - vii. Program brochures consist of the tentative program:

(Run Time: 1 hour and 30 mins)

1. Dr. Escallier - opening remarks (no guest speaker)
2. National anthem
3. Student speakers from both programs
4. RN-BS pinning
5. Awards
6. Closing remarks - Dr. Kitchener

*(DEADLINE to submit final draft of brochure 2 weeks before ceremony)*

- c. **Convocation B - DEC 20th** (*ABSN and Doctorates*)
  - i. Pinning, convocation, and awards all in one ceremony
  - ii. Slideshow of all the students - pictures (baby pictures, pictures through the program, we could ask for people to write down a blurb)
  - iii. Possibly involve student musicians (instrument, singing, etc)
  - iv. Purchase flowers for decorations
  - v. Save the dates - handled by Karen
  - vi. Create and send out RSVPs/ Survey
    - Need to know how many will be making attendance (students & guests)
    - Name of program

## **2. Purchases for convocations**

- a. Clipboards for ABSN will be considered after costs for food and other in-person ceremony things are calculated - bring up again in October/November meeting
- b. Food - Every student
  - i. Dependent on RSVP's
  - ii. Ordered through on-campus caterer
- c. Mugs - Graduates
  - i. NSC needs to know the number of students in each graduate program to place orders
    - Karen or Carline will email us with the numbers
  - ii. Midwifery program needs to be included on mugs
- d. Nightingale lamps - ABSN only
  - i. Need to be discussed further in the next meeting
- e. Pins- ABSN/RN-BS
  - i. can be stored in Dr. Escallier's office once Dr. Kitchener signs off on budget spending forms - Need to update Marva from the school bookstore

## **3. Back to School Picnic for CON**

- a. May require funds for food and beverages.
- b. Sponsored by NSC and DSNA
- c. Tentative @ The Grove AUG 29th 2pm - same day as orientation for freshmen
  - i. Check with Ernie about having a barbecue (Hotdogs, burgers, salads, fruit)

4. **Payments required through NSC Budget**
  - a. Pins from bookstore - covered by NSC
  - b. Nightingale lamps - covered by NSC
    - i. Number and exact lamp needs to be finalized
  - c. Mugs for the graduate students - covered by NSC
    - i. Numbers need to be finalized
  - d. Food for Convocations in July & December - covered by NSC
  - e. Roses & flower arrangements - covered by ?
  - f. Food for Back to School Picnic - covered by NSC and DSNA
5. **Next meeting:** will be scheduled for the end of June
6. **Dr. Escallier's Town Halls:** with both undergraduates and graduates separately over the summer time
7. **Adjournment:** There being no further business, the following motion was made by Dr. Escallier.  
**Motion:** To adjourn at 10:50 AM.

Respectfully:



Kelsey Lau, NSC Secretary