

Upsilon Chapter of Sigma Theta Tau International – NYU Rory Meyers College of Nursing
GENERAL BOARD MEETING MINUTES
Tuesday, MARCH 7, 2017 6:30-7:30 p.m.
433 1st Avenue, New York NY 10010; Conference Room 760

Present:

President: Larry Slater; **Treasurer:** Tiffany Folks; **Faculty Counselor:** Janet Standard; **Governance:** Laraine Chiu;
Leadership Succession: Jackie Cassagnol; **Chairs:** Karla Rodriguez (Education); Aileen Tanafranca (Scholarships, Grants, & Awards; Mentoring); Nina Hwang (Mentoring); Regina Alexander (Events); Jennifer Reed (Webmaster); Maryann Peterson (Archivist); Erica Liebermann (Newsletter Editor); **Leadership Intern:** Adam Hadas; **Other:** Juan Cardona; Zachary Dolkart; Jennifer Pizzarelli

Absent: Secretary: Vincenza Graci; **Vice President:** James Weidel; **Faculty Counselor:** Karyn Boyar

Topic	Discussion	Action/Outcome
Call to Order Attendance Approval of Agenda Approval of Minutes	The regular monthly meeting of the Upsilon Chapter of STTI was held on Tuesday, March 7, 2017 at 6:42 p.m. in Conference Room 760 of 433 1 st Avenue, New York, NY. Those in attendance include above listed names.	Board chair members attended Upsilon's March General Board meeting. The Agenda for the March General Board meeting was reviewed and approved. The Minutes from the General Board Meeting in January 2017 was reviewed and approved.

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Board Reports	<p>1. President:</p> <ul style="list-style-type: none"> a. Strategic Planning: Upsilon committees to develop 2-3 SMART goals for the upcoming 2 years. A few more committees still need to submit. b. Adding New Members to Committees: Larry sent a list of interested committee members to the committee liaisons c. Member Financial Assistance for STTI Conferences: Two Delegates will be sent to the Biennial Conference. However, would like to consider providing funding for presenters to attend conferences d. Chapter Key Award (due 7/5/17): Upsilon plans on submitting and application e. Annual Business Meeting (5/22/17 at 6pm): Upsilon will hold a virtual meeting. This meeting will include reports from committees. <p>2. Treasurer:</p> <ul style="list-style-type: none"> a. Finance Report: The new account is still receiving funds from new and continued membership. We are still in the process of transferring funds to the new account. Current budget report reviewed. 	<p>1-a. Committee Liaisons will reach out to Committee Chairs to send their SMART goals to Larry ASAP. Still missing SMART goals for the Events and Membership Engagement Committees.</p> <p>b. Committee liaisons to contact potential members regarding committee membership.</p> <p>c. Motion moved and second/passed unanimously to provide \$500 for 5 individuals who present at conferences.</p> <p>d. Upsilon has only received one Chapter Key Award since its inception. Larry will be soliciting information from chapter members regarding past presentations/publications, etc.</p> <p>e. Each Board member to prepare presentation about its position and committee work.</p>
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Liaison Reports	<ol style="list-style-type: none"> 1. Governance: <ol style="list-style-type: none"> a. Spring Induction- Applications and Timeline: Spring Induction is one April 3, 2017. Application cycle closed on March 3rd at 5pm. Projected to have 130 inductees for Fall 2016 and 90 for Spring 2017. 2. Leadership Succession <ol style="list-style-type: none"> a. Election Timeline (Nominations- 2/22/17-4/14/17; Voting- 5/3/17-5/17/17), now posted on The Circle Website b. Transition Meeting will be held 6/13/17 at 6pm 3. Membership: <ol style="list-style-type: none"> a. Mentoring-Aileen Tranafranca and Nina Huang will serve as the new Chairs. b. Philanthropy- James visited the Common Pantry. We will conduct a raffle at the Induction Ceremony to benefit the organization. c. New Member Orientation (4/19/17 Rm 220)- We hope this event provides new members the opportunity to interact with faculty and Upsilon members. Please recruit new members to participate. 4. Education: <ol style="list-style-type: none"> a. Journal Clubs (5/2/17): Confirming final presentation, most probable candidate will be Fidel. 	<ol style="list-style-type: none"> 1. Acceptance emails to be sent on March 8th, 2017. 2.Executive Board will approve ballot on April 19th, 2017. 3-a.Mentoring Orientation held. Total of 8 pairs contacted and Mentorship Contract due on March 7th, 2017. Goal for pairs to provide progress reports at 3 months and 6 months. b.James will provide more information about an event with the Common Pantry. c.Board members encouraged to attend New Member Orientation 4.Education Committee to confirm ASAP and will post flyer.
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	<p>5. Communication- STTI Chapter Communications and Publicity Award: application submitted and awaiting results. Chapter Newsletter was very well received, goal to publish three times per year.</p> <p>6. Scholarships, Grants, and Awards- 10 applications for scholarships and 1 application for grant received. Applicants will be reviewed via a blinding process.</p> <p>7. Events- Induction and Award Ceremony will be held on April 3rd 6pm-9pm, Rosenthal Pavilion: Mei Fu received Researcher of the Year Award and will be our guest speaker.</p>	<p>6.Scholarships, Grants, & Awards Committee will pick winners on March 9th, 2017.</p> <p>7. Events Committee will continue to plan Induction Ceremony. Betty handling Raffle gifts, Regina updating Event Brite structuring to announce honoring Mei Fu, will ensure to reserve Board Members and NYU Guests tables at event, Regina to send signup for Day of the Event volunteers.</p>
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Next Meetings	Upcoming Board meeting dates: <ul style="list-style-type: none">a. April – Executive Board – April 19, 5:30-6:30pm, Conference Room 760b. May – Full Board – May 22, 6:30 pm – 8:00 pm, Conference Room 760c. June – Transition Meeting- June 13, 6:00pm-8:00pm, Conference Room 760d. July – New Board Executive Committee Meeting- TBD	
Adjournment		The meeting was adjourned at 7:25 P.M.