

## **Transition Board Meeting**

Sinclair School of Nursing, S 455: 4:30 to 5:40 pm

May 25, 2006

### Call to Order

Jane Bostick (President) called the meeting to order at 4:30 pm and asked everyone to introduce themselves. Present: Jane Bostick, Denice Mendenhall, Marcia Flesner, Myra Aud, Shari Kist, Tonya Eddy, Linda Evans, Becky Rahmoeller, Paula Flandermeyer, Lynn Cooper, Jackie Juenger, Doreen Rardin Absent: Gina Oliver, Sharon Ford, Lisa Wilkinson, Kathryn Burks

Secretary's Report (Myra Aud). The minutes from the General Meeting of March 16, 2006 that were sent out electronically prior to this meeting were approved as distributed.

Treasurer's Report (Kathryn Burks). In Kathryn's absence, Jane Bostick explained that the annual compilation report done was put on hold for a year by the auditor Clarence Jett. He has just sent it to Kathryn and, because it was late, he did not charge his usual \$100 fee. The compilation report is done as sound fiscal practice. As a point of information, the chapter's treasurer is bonded. The new budget for our next fiscal year is needed by the August 17, 2006 meeting.

Vice President's Report (Marcia Flesner). Dr. David Chang has been asked to speak about cleft lip/cleft palate surgery at the September 21, 2006 general meeting. Box lunches will be served at the meeting. The question of whether the meeting should be held at the school of nursing or off campus (as at the March 16<sup>th</sup> meeting) was raised. Suggestions for the location were discussed. Marcia will work with Bonnie Wakefield and Lynn Cooper about making arrangements to meet at the VA health center. Plans will be announced at the August 17<sup>th</sup> meeting.

Counselor's Report (Shari Kist [outgoing] and Linda Evans [incoming]). The counselor's task with summer is to prepare a list of students eligible for induction based on a list of student GPAs. Because access to this list is restricted to school of nursing faculty, Linda Evans, who has resigned from the school of nursing and accepted a position at the university hospital, wishes to resign. In the ensuing discussion about a replacement, it was decided that Denice Mendenhall (incoming president) will email school of nursing faculty and ask for a volunteer. If no one volunteers, the fall back plan is for Shari Kist and Tonya Eddy to work together on the list of eligible students. Action needs to be taken now because of pending deadlines in the process of preparing for the induction of new members on November 12<sup>th</sup>. The criteria for induction include GPAs of 3.0 or higher for undergraduates (7<sup>th</sup> semester, 8<sup>th</sup> semester, accelerated option, RN to BSN), 3.25 or higher for students in the master's program, and 3.5 or higher for students in the PhD program.

Archivist's Report (Lisa Wilkinson). Lisa has not been active as archivist since the 40<sup>th</sup> anniversary event. This may be related to the demands of her current position. If Lisa is

agreeable, Linda Evans has volunteered to take over this role. The consensus was that the role of chapter historian is important.

### Committee Reports

Program Committee (Marcia Flesner). See the Vice President's report above.

Research Committee (Gina Oliver). Although Gina was absent, she sent word that she would like to continue as chair of this committee. There is \$2000 in the budget for grant award in the next fiscal year. Karen Courtney, who received a grant this year for her dissertation research, has finished the project, finished her dissertation, graduated, and accepted a position at University of Pittsburgh. She has \$279 left from the \$1000 grant award and she is returning this to the chapter. It was suggested that we get a copy of her abstract for the newsletter. As a reminder, Dr. Deidre Wipke-Tevis received the other grant award this year.

Awards Committee (Jackie Juenger [outgoing], Doreen Rardin [incoming]). Next set of awards will be announced at the general meeting in March, 2007. All nominations are due by the end of 2006. A call for nominations will be placed in the newsletter.

### President's Report (Jane Bostick [outgoing], Denice Mendenhall [incoming])

#### a. Key Chapter application for 2007

The materials about becoming a key chapter that Jane Bostick sent out by email were reviewed. The term of our application is 2005 – 2007. We recognize in our application activities that we have already undertaken and add new descriptions of new activities that address the criteria for becoming a key chapter such as activities related to recruitment, retention, publicity, programming, and philanthropy.

A variety of examples were discussed such as the scholarship the chapter has funded, research grant awards, participation in career day, and participation in several philanthropic activities. Key chapter status also requires participation in STTI meetings such as Jane Bostick attending the convention (November 2005) and Myra Aud presenting a poster at the July 2005 research conference. Denice Mendenhall is going to the research conference in July 2006 and to the Chapter Leader Academy in the fall.

Denice suggested submitting a proposal for the "Showcase of Regional Excellence" that has replaced the Pinnacle Awards. The call for proposals asks "Does your chapter have a success to share that is aligned with one of more of the honor society's strategic directions – knowledge, service, leadership, communities, sustainability?" The current call for proposals is limited to activities or projects accomplished from 1-1-05 through 7-1-06. Proposals are due July 1, 2006. Proposals that are selected are recognized at the September 28-30, 2006 Chapter Leader Academy.

Ideas about "successes" were discussed. These included: (1) our project of awarding research grants annually, (2) our new scholarship program, and (3) a new service project suggested by Doreen Rardin. Doreen suggested that that chapter support Jill .... 's project of

sending breast milk to Africa. This project was described recently in the Columbia Tribune. Our role might be dissemination of information about the project.

Going to the annual STTI research conference also counts towards key chapter status. Denice is going to the July 2006 conference in Montreal. Myra presented a paper at the July 2005 conference in Hawaii.

Contributions by the chapter to philanthropic activities also counts toward key chapter status.

b. Annual reports to STTI headquarters are due August 1, 2006. Outgoing officers and chairs should submit these online.

c. The Chapter Bylaws form is also due on August 1, 2006. Tonya will be responsible for submitting this online report. Note: Alpha Iota is chapter 31.

### Old Business

a. Board and general membership meeting dates and times.

The next board meeting is August 17, 2006 from 4:30 to 5:30 pm (SON)

The general meeting is September 21, 2006 from 5:00 to 7:00pm (TBA)

The induction of new members is November 12, 2006 from 2:00 to 3:00 pm (SON)

### New Business

a. A motion was made and seconded that Tonya Eddy's term on the Governance Committee be extended one year and that Gina Oliver's term on the Governance Committee end as of this date. The motion passed unanimously. Note that Gina Oliver will continue as chairperson of the Research Committee. The members of the Governance Committee, in addition to Tonya Eddy) are Lori Popejoy and Paula Flandermeyer.

b. The Nightingale Society recognized the chapter's donation to the SON. The donation qualified the chapter as an annual member in the Nightingale Society. A pin received from the Society will be placed in the chapter's display case on the 3<sup>rd</sup> floor of the SON.

c. Shirley Farrah sent an email to Jane Bostick asking is we want to be a sponsor at a workshop. There are several levels of sponsorship. Jane will forward the email and the Board will vote by email.

d. Update of Officers and committee chairs: A committee sign up list was passed around at the last meeting (March 16). Based on that list the committees are:

#### Program Committee

Marcia Flesner, chair

De Minner

Linda Bullock

Glenda Nickell

Research Committee

Gina Oliver, chair

Jane Armer

Jane Bostick

Tonya Eddy

Awards Committee

Doreen Rardin, chair

Jackie Juenger

Louise Miller

Mary Wideman

Linda Antal

Meeting reminder

The next Board meeting = August 17, 2006 (4:30 – 5:30 PM at Sinclair School of Nursing)

*Minutes submitted by Myra Aud (5-29-06)*