



NATIONAL UNIVERSITY  
PLANETREE STUDENT COMMITTEE



## NUPSC Council Meeting

**Date:** Wednesday, October 2, 2019

**Time:** 4pm-6pm

**Location:** Online- Zoom link, <https://nu.zoom.us/j/561298279>

### Roll Call/Attendance:

- Officers:** Joe, Desiree, Mckinley , Camelle, Lauren, Alex, Shawna, Ana
- Faculty:** Professor McLaughlin, Dr. McNeal, Dr. Bhawal, Briana Erickson
- Members:**
- Excused:** Sierra
- Current quorum required: 6 out 10 current officers
- Quorum met**

**Approval of previous minutes:** September council and committee minutes approved via email.

### Warm Up:

- Mindfulness Check-in: How is everyone doing? Physically, emotionally, spiritually?  
How can we assist?
- Breathing.
- Mission: Giving the students of National University's College of Professional Studies a voice in their education while integrating all tenets of Planetree in order to build more person-focused, quality care for the future.
- Provost's words about Planetree.
  - "Planetree International is the driving force in creating the standard of PCC to improve organizational performance and outcomes, improve staff engagement and performance, improve person and family engagement and outcomes, and improve the health of the community. Person-Centered Care creates positive impressions and satisfying experiences, but beyond that, it improves lives. Person-Centered Care creates workplaces that energize and inspire joy at work. It improves health outcomes and unites communities around health and wellness."
  - Appreciation Moment
    - Appreciation moment to Desiree! You do a phenomenal job at your role! We would not be here without you!
    - \$15 Starbucks gift card to Camelle from last week Appreciation Moment.

## Discussion items:

### Advisors

- **Gloria McNeal ([gmeneal@nu.edu](mailto:gmeneal@nu.edu))**
  - Planetree International Conference
  - Finalize who will speak on behalf of students at Conference.
  - Email Dr. McNeal all the names of the students and alumni who are attending conference.
  - In need of a Planetree officer who can take initiative at holiday cheer
  - Catholic charities executive director met with. Dr. McNeal has another meeting to discuss further steps and what we will be doing with them.
- **Dr. Bhawal ([rbhawal@nu.edu](mailto:rbhawal@nu.edu))**
  - Holiday Cheer Event - Combined with LA NUSNA
- **Melinda McLaughlin ([mmclaughlin@nu.edu](mailto:mmclaughlin@nu.edu))**
  - Nothing at this time
  - Everyone is doing great. Thank you!
- **Briana Erickson ([berickson@nu.edu](mailto:berickson@nu.edu))**
  - Nothing at this time
  - Reminder: As far as getting anything printed for planetree conference. Let Briana know how she can help with anything.

### Council

- **Chair: Joseph ([nuplanetree.studentchair@gmail.com](mailto:nuplanetree.studentchair@gmail.com))**
  - Vision for 2nd term
    - Accomplishments of first term
      - Zen Den, Catholic Charities partnership, Bi-weekly emails, Newsletter, Essential oils, Student Survey, Expanded reach to more programs
      - Thank you everyone for all your support in getting this done!
    - More Transparency
      - Focus on increased communication between staff, faculty, and students
    - More student/faculty interaction
  - Planetree Conference
  - -Have a good time! Staying at Renaissance Marriot.
  - -One spot open – Chaperone at Disneyworld

- One spot open – Children’s hospital
- Hackathon
- \*All fees waved for above activities. List will be provided on what is expected of Planetree members. Ex. Waving at people, passing things out, manning a table
- Still far from goal for plane tickets, have approval start selling things. Ex. Shirts, raffles, etc.
- This is a great networking opportunity; these speakers want to speak with students. Renee Thompson will be there, she brings more integrative therapy to workplaces. She is a DNP who specifically said she wants to meet with students.
- Message Joe about questions regarding Orlando.
- Moving to WhatsApp for messaging
  - This is going to be the new official texting group for Officers.
- Assign Meetings
  - Change active member to someone that attends staff/faculty/partner meetings.
  - Get more people at staff and faculty meetings. This is important because staff and faculty do not know about the issue’s students talk about. these meetings are all open to students. This is important for our student experience and for the staff and faculty to realize our goals.
  - There are multiple different possible calls and meeting we can attend. I will add calendar of the meetings and when they occur and I will send out invites to everybody.
  - Officers and members may soon be required to attend atleast one of these meetings
- Boards
  - Thank you Camelle, the boards look great!
- Delegate breathing exercises.
  - Alex will begin leading the breathing exercise. If anyone else is interested please let Joe know.
- Catholic Charities update
- Quarterly in-person council meetings?
  - Committee voted on a quarterly in-person council meeting. Location and date TBA.
- Bi-Weekly Emails will now be “Planetree News to Know” written by the Chair.
- Cord checklist presented for vote.
- Officer sign up for meetings to attend throughout month.
  - Co-chair resigned this past month. Tran will be taking on position in the meantime. Thank you, Tran!

-Desiree is at the end of her term. Great job reaching out to the professors, the bi-weekly emails, and extended term a couple months. Thank you for all that you have done!

-Briana's employment is coming to an end but still a student. She has been a huge help and has connected us with lots of departments. She is instrumental into getting us to where we are

**\*Motion to Vote on Briana resuming role of outreach officer**

**-All in favor. None opposed. Motion passed**

**\*Motion to Vote on Tran to fulfill co-chair role while looking for a new officer:**

**-All in favor. None opposed. Motion passed.**

-What does Planetree want to focus on:

-More mental health support. Joe will work with Alex and make more resources present to students at NU

-Activities role application: Vote to appoint student who applied now instead of leave application open for a month. Vote: All voted to appoint student now.

**\*Motion to Vote Joe to resume role as Chair in for next 9 months**

**-All in favor. None opposed. Motion passed.**

-Joe's goals for second term: continue what we have accomplished, listen to students and help them more with stress management and mental health. Help students find resources.

- **Co-Chair: Meagan ([nuplanetree.vicechair@gmail.com](mailto:nuplanetree.vicechair@gmail.com))**

- Tracking System for student satisfaction with the ultimate goal of improving satisfaction and quality of student experience from communication with faculty, orientation/pre-orientation process, campus experience, etc.
- Camelle posted first three satisfaction questions online. Printing off to distribute/post on board on campus tomorrow.
- Post results in a public place, creating a collective drive within the student body and Planetree to improve upon these goals. Will add new questions in a few months to follow.

-Survey is up and going. Posters are around campus. 4 different yes/no questions that can be quantified. This survey is meant to gauge the Planetree Committee and what we can do to better the organization.

-Plan to spread the word about Rachel's House/Catholic Charities

-Survey will be closed end of October. Please distribute to your classes and cohorts.

-Survey can be found on the website also.

-Quarterly in-person Council/Committee meeting possibility? Going to start with a council meeting first and eventually expand to a committee in-person meeting.

-Potentially have Council Meetings at Blaze Pizza. First 10 people who show up get pizza paid for them!

- **Administrative Officer: Outgoing = Camelle / Incoming = Lauren**  
**([nuplanetree.admnofficer@gmail.com](mailto:nuplanetree.admnofficer@gmail.com))**
  - Welcoming and congratulating Lauren Kaplan, our incoming administrative officer!
  - Welcoming and congratulating Alexandria Scully, our incoming Wellness & Support officer!
  - Worked with Lauren to edit the outline of our agenda minutes to look more organized
  - Getting rid of Google Groups
  - Monthly Recognition Awards
    - Submit your write up to Joe!
  - Move messaging to WhatsApp?
  - **Added new email for Wellness and Support**
    - [nuplanetree.wellnes@gmail.com](mailto:nuplanetree.wellnes@gmail.com)
    - **PLEASE BE AWARE THAT WELLNESS IS SPELT WITH ONE “S”**
  - How to keep track of volunteer hours
    - Event Sign-Up Sheet
    - **Better way to keep track of Volunteer Hours. Lauren is going to look into a system to keep track of all volunteer hours.**
  - Anyone know anyone interested in MComm position and Activities position?
  - **Position is open now.**
  
- **Financial Officer: Tran Huynh ([nuplanetree.financialofficer@gmail.com](mailto:nuplanetree.financialofficer@gmail.com))**
  - Current Balance from Statement of Activities as of 08/31/19: \$1,463.13
  - Total pending withdrawals: \$0
  - Pending reimbursement: \$71.52 (Camelle for Zen Den-9/12) + \$53.61 (Shaun for Costco Pizza) + \$53.61 (Tran for Costco Pizza) + Shawna- need reimbursement form
  - Total pending deposits: \$129 (9/9/19 Pizza Fundraiser- Shawna) + \$164 (9/18/19 Pizza Fundraiser- Joe & Shaun) + \$134 (9/19/19 Pizza Fundraiser- Tran & Melissa)
  - Total pending current balance as of 09/31/19: \$1,711.39
  - **Gift basket reimbursement for Shawna**
  - **Talk with Julia and accounting about check for Rady’s event**
  
- **Activity Officer: Sierra ([nuplanetree.activities@gmail.com](mailto:nuplanetree.activities@gmail.com))**

- My position is up for election, looking to start training someone next month, please spread the word!
- Reflecting back on September's social event: Beach Clean Up with NUSNA and Get Trashed SD
  - Total of 20 people in combination with NUSNA members
- **October social:** Fall Potluck @ Hilltop Community Park on Friday October 18th 3-6pm
  - Address: 9711 Oviedo Way, San Diego, CA 92129
  - Everyone bring something to share please! (Please sign up for something **no later than Wednesday October 16th**)
    - Shared google doc/link where people can sign up for what they are bringing
    - Link: <https://docs.google.com/document/d/1TbIP4PApDXIWeK7pDrCdK1JDMYMNxOHaYDLMsvmzdMo/edit?usp=sharing>
    - Still have a ton of plates and napkins to bring to social.
    - Games are needed if anyone has any they can bring/share!
      - Tran and Shaun will bring cornhole and beer pong
- Tran covering Sierra
- Melissa will be voted into position
- Beach clean-up was a success, 20 people were there!
- October social is October 18<sup>th</sup> at 3-6 pm
- Idea behind these activities: bring everyone together for a fun time! This is a time where you can have fun, meet people, put faces to names
- **Wellness and Support Officer: Outgoing = McKinley / Incoming = Alex ([nuplanetree.mentorship@gmail.com](mailto:nuplanetree.mentorship@gmail.com))**
  - Workshop with NU wellness one Bystander Intervention
  - Student forum, date TBD
  - Pairing up with public health students and doing workshops

**McKinley:**

  - Went to NU Wellness Bystander Intervention. It was so awesome. She would love to push this as an information presentation. McKinley also may teach this information to students.
  - Student forum in the works. Want feedback from students about NU and see how we can help.
    - Want to inquire about the surveys that we get at the end of the class that says we can win a month of free tuition. Where does this come from and who gets this?
  - Adding outreach number to blackboard.

- Can Joe reach out to Jonathan about getting students emails?
- Idea about touching base with veteran's office and linking them up with Planetree.

Alex:

- Custom make workshops to add incentive for public health students to come and help and be able to get hours.
- Thank you everyone for being so welcoming!
- Project ideas:
  - October 24<sup>th</sup>, spectrum campus, room from 3-345 PM, want to hear things that people like/dislike about NU. Anyone can attend!
  - Physical health aspect of wellness. Going to try to put together event for this. Possible events: SPORTS! Something where students and faculty can come together. This could happen quarterly and as time goes on more frequently. Important for everyone to see each other as people, not a student or professor, and let loose and have fun!
  - Will attend the Lunch and Learns
  - Get together with other clubs at school and see what they have going on and see how their students feel and how we can help them
  - Getting coffee/sitting down with a professor. Can ask questions about advice/the program/a mentor

- **Media & Communications Officer: Camelle**

**[nuplanetree.communications@gmail.com](mailto:nuplanetree.communications@gmail.com)**

- My position is up for election. Please spread the word!
- Newsletter is officially posted! Link to view: [https://drive.google.com/file/d/1CZQqXmIrG7zDkTd\\_Jwbg7lbYLaJDO1Me/view?usp=sharing](https://drive.google.com/file/d/1CZQqXmIrG7zDkTd_Jwbg7lbYLaJDO1Me/view?usp=sharing)
  - Thank you so much for all your help, input, ideas, & for the officers who wrote something!
- Zen Den is officially up! It is located at the back-right corner of the student lounge at the RB campus!
  - Still a work in progress. Going to donate a Kettle for the tea. Currently filled with art therapy, therapeutic books, masks, compliment jar, affirmation book
  - Paintings will be added
  - Let Camelle know if you have any more ideas!
- Joe spoke last time about the ideas of our FB Page switching to Group -- I now have new thoughts about it. I want to keep it as a FB page because you're able to

do more advertising & reminders with it (example: RSVP for socials, monthly meetings, post events, etc)

-Will look more into this and which is a better idea to get information out

- Cords -- what is the update & who is in charge of this? White coat ceremony is next month on Nov 22nd -- We need these cords in time for both officers and members!

-Membership cord

-Be an active member, Volunteer at 2 events, participate in a fundraiser, Attend 2 workshops

-Leadership Cord

-Be an officer for a full term OR serve on a sub-committee, fundraise \$100

\*This will start in 2020. Incentive for members to be more active!

- **Student Rep Officer: Ana ([nuplanetree.studentrep@gmail.com](mailto:nuplanetree.studentrep@gmail.com))**

- Catholic Charities Update:

- All students who wish to volunteer must do an “organization orientation” as well as a Live Scan (CC provides all the forms all we need to do is make an appointment)

- We have scheduled all 6 volunteers and they will be attending orientation next week (10/9 and 10/11) at the CC administrative offices

- In addition to the “Organization Orientation” an onsite training is also needed. We will be starting with Rachel’s Women’s Center

- The doodle to set that onsite training has been sent to the 6 volunteers and we are awaiting response.
- Per Deanna (volunteer coordinator for CC) Volunteers will begin by assisting with general tasks at Rachel’s Women’s Center: shower monitor, donation sorting, other duties as needed. Once they are comfortable with the program, volunteers will begin to provide clinical services.
- **Volunteers are there through Planetree Student Committee, not through National University. This is how they will be able to check blood pressures, etc.**

- **I would like to say thank you to everyone for their patience with scheduling. The ball is finally rolling and I will keep everyone posted on when we can schedule the “next round” of volunteers.**

**Essential Oils Update:**

- Joe has suggested to release the essential oil rollers on a specific day/time (i.e. Finals Week) thoughts? This will make it easier on the budget as well as on me since I am getting to the “nitty gritty” of my master’s program.
  - **Ana will drop off oils before this month’s round of finals.**
- **Fundraising Officer: Shawna ([nuplanetree.fundraising@gmail.com](mailto:nuplanetree.fundraising@gmail.com))**
  - September Reflection:
    - So far our T-shirt sales have raised \$105. The campaign is still active and **shirts are still available for purchase until October 18th.** The T-shirt campaign automatically restarts if people buy them!!
    - Waiting to hear back from Blaze Pizza on how much was raised last week. **Blaze pizza fundraisers will continue until Feb. 1st Wednesday of every month**
    - Unable to groupraise in Orlando, no participating restaurants in the area. Alternatively, shirts can be sold and promoted via Bonfire
  - October Fundraising: Working with **Jamba Juice and Jersey Mikes** for potential fundraiser off site at this month’s social or another date. Details TBD
    - Working to have Jamba Juice offsite event
    - Jamba Juice cards in bulk to get buy one get one free Jamba Juice
  - November Fundraising: **Potential fundraising/social event @ Best Pizza & Brew.** Details TBD
- **Outreach Officer: Desiree ([nuplanetree.outreach@gmail.com](mailto:nuplanetree.outreach@gmail.com))**
  - Heartwalk 9/21 --volunteer opportunities
  - Heartwalk bake sale 09/10 need one or two more students to take blood pressures
  - Cohort 60 pre-orientation was amazing Thanks to Tran and Camelle
  - Revamping the recognition program-pens, badge reel, or gratitude journals?
  - Monthly Recognition Awards
    - Submit your write up to [nuplanetree.admnofficer@gmail.com](mailto:nuplanetree.admnofficer@gmail.com)
    - I think we should make a special email address as well as a paper nomination bucket.

Nothing new to announce except feedback about Zen Den. Desiree’s cohort loves it and it is a huge hit! She is going to add dark chocolate.
- **Alumni**
  - Position is open!
- **Open Forum:**
  - **Nothing discussed.**

**Next Council Meeting:** TBA

**Next NUPSC Meeting:** Tuesday, October 8<sup>th</sup> @ 6PM

**Adjournment:** 5:48PM