



NATIONAL UNIVERSITY
PLANETREE STUDENT COMMITTEE



Planetree Officer Meeting

Date: Wednesday, June 05, 2019

Time: 1734

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

Roll Call/Attendance: Sarah H., Joe L., Camelle S., Desiree C., Wena L., Sierra C., Trina R., Dr. R. Bhawal, Hollie B.

- Excused: Ana R., Kieren O., Meagan R., McKinley B.

- Quorum Present

Approval of previous minutes: Both April and May 2019 minutes approved unanimously.

Warmup. Mindfulness check-in: Reflection on how being a Planetree officer has affected you during the program.

Important Dates Discussed

- June 12th (Wed): Ask a Student Nurse Event @ RB Campus, Room 110C
- June 22nd (Sat): Torrey Pines Group Hike @ 0800

Updates

- Appoint new fundraiser officer, pending position acceptance.

Topics Discussed

- **Administrative (Sarah)**
 - To Do List with Camelle (Does Meagan have access to leadership packet? -Needs updating)
 - Membership updates and Google group updates.

- Consolidate Alumni Information, individual totals for volunteer and attendance.
 - Pre-Orientation Welcome Email Cohort 59 to be sent by June 11th.
 - Improve comms with subcommittees. Want to give students credit for attending subcommittee meetings. Please email nuplanetree.admnofficer@gmail.com with meeting rosters so I can update attendance hours.
 - Explore BB Platform – Joe met with Julia McMillan to learn more about BlackBoard use for student clubs. It is simple and we hope to convert some of our communications in the future to the BB platform.
 - Monthly Recognition Awards
 - Submit your write up to nuplanetree.admnofficer@gmail.com Initial Sign-up/Joining Planetree
 - Interested in joining? Please email me directly at nuplanetree.admnofficer@gmail.com and/or follow the link <http://eepurl.com/geqWR5> and/or scan the QR code to complete a membership application.
 - Biography/Election Application
 - Current Officer position Openings
 - 1 applicant for Fundraising, Shawna Karmes - has an invitation to accept this position been sent?
 - <https://nuplanetreestudent.weebly.com/become-an-officer.html>
 - ****Must complete Membership Form BEFORE filing an officer application****
 - Also, let's update website and emphasize that applicants must also have a **minimum of 9 months** left in their program to be eligible.
- **Financial Officer (Trina)**
 - Current Balance from Statement of Activities as of 04/30/19: **\$1,013.02**
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 - **Deposit May 29, 2019: \$460.00**
 - Proceeds from sale of shirts and graduation cords
 - **Total pending withdrawals: \$351.29**
 - Pending withdrawals for Nurses Week, Pins/Cords purchase & t-shirt refund
 - **Total pending deposits: \$145.00**
 - Silent auction proceeds
 - Total pending current balance as of 05/31/19: **\$1,266.73**
 - Are there any suggestions for the date of the Reiki Level 1 class in August?
 - Are we still having July Foodie fundraiser? They are being revamped as a team-based approach (Wena)
 - Suggestions for Zen space & library in student lounge @ RB? Sierra Cortez-Deleon to spearhead and collaborate with both RB and Spectrum campuses. Want to involve Camelle as a new officer. Joe obtained tentative permission from Center Director, Sean Swensen.



- Financials will be a month behind d/t CSEA rules.
- Reiki Corps materials shared with me. I would like to share with our Planetree members as a resource.
- **Activity Officer (Sierra)**
 - **June social activity:** Group hike on Saturday June 22nd 0800
 - Let's advertise and promote this activity! Aim for 20 students. Wear GROWTH T-shirts.
 - F/U with Asia. Dog is a personal service dog not a certified therapy dog. Reached out to professor McLaughlin who brings therapy dog to fundamentals class. Coordinating with her to organize a pet therapy session/event.
- **Mentorship Officer (McKinley) Covered by Wena**
 - Ask a Student Nurse Event June 12th
 - Promote in person attendance!
- **Media & Communications Officer (Kieren)**
 - Looking for photos from Nurses Week and Sharp Coronado Hospital Tour
- **Student Rep Officer (Ana) Covered by Joe**
 - Let's bring Essential oils to campuses!
 - We would need:
 - **1.) 50 2ml rollers (we would need 2 cases for a total of 100 for 4 campuses) (Sierra we can make this an activity as well!) ~ \$40**
 - https://www.amazon.com/Wresty-Bottles-Refillable-Essential-Rollerball/dp/B07CPPVK8D/ref=sr_1_16?crid=1ASOGVH6Z7CFK&keywords=mini+roller+bottles&qid=1558919965&refinements=p_72%3A2661618011&rnid=2661617011&s=gateway&srefix=mini+roller+%2Caps%2C201&sr=8-16
 - **2.) Re-fractionated Coconut Oil or avocado oil ~\$10**
 - https://www.amazon.com/Fractionated-Coconut-Oil-Massage-Oils/dp/B01LQSSSRG/ref=sr_1_4?crid=ODIUXGNLLOY2&keywords=rerefractionated+coconut+oil&qid=1558920164&s=gateway&srefix=refraction%2Caps%2C207&sr=8-4
 - **3.) Lavender 2 fluid oz ~\$20**
 - <https://www.nowfoods.com/essential-oils/lavender-oil>
 - **4.) Peppermint 2 fluid oz ~\$12**
 - <https://www.nowfoods.com/essential-oils/peppermint-oil>
 - **5.) Flyer display and containers to hold the rollers** (If we don't have this readily available we can get cheap glass "cookie jar" type at the dollar store, *reusable for events, raffles, suggestion box?*)
 - **For Display Flyer state:**
 - Who we are
 - Why we are doing this
 - What the essential oil is used for
 - Where can it be placed on the body
 - What is in the roller (students may be allergic)
 - **Total ~ \$85 for pilot**

- **Ex. Sharp Coronado's Essential oil display** →
- Essential Oils @ Campus Locations. Working on creating therapeutic environment on campus. Can't diffuse for allergy concerns. Looking at using rollers to roll on wrists. Start with Lavender and peppermint. Dilute with fractionated oil like coconut or avocado. Will be concentrated. Total Cost \$85. Not asking for a vote at this time. Looking for ideas and feedback to draw up a formal proposal to campus director. Would test at 2 campuses.
- Feedback: Consider just one campus, test with faculty/give oils to professors to pass out during test days. This would keep items secure and assess the effects/survey if this is something the students like.
- **Fundraising Officer (Wena)**
 - Pizza Fundraiser + Families Forward Donations
 - Requires a full team effort (3 days total?)
 - Spectrum location ideal
 - Tie in a charitable giving event
 - → "Give a high FIVE!" \$5 pizza + \$5 donation
 - Any ideas for upcoming events with a partner org? MDC@NU, Pride@NU, NUSNA?
 - Do we have Blackboard access yet for announcements?
 - 2019 fundraising calendar. Every officer would sell food health related besides just pizza. Pizza fundraisers did raise a good amount of money however the first health food fundraiser was not as lucrative. The difference – pizza fundraiser was associated with a cause. The pizza fundraiser had a group of students and was scheduled for several days/times and at a busier campus (spectrum). Other student organizations fundraise at spectrum as well. Want to associate a cause with our fundraiser and get all officers on deck to hype up the event and bring the energy during the fundraiser. We need officers to take money, gather food; everyone needs a food handler's certification.
 - Charitable organization to help with fundraiser. Host a pizza fundraiser towards "Families Forward" who provides housing and social services to families in Orange County. I am asking for officers to be available like 3-4 days in a 2-week period to help with this effort. Please send your availability to nuplanetree.fundraising@gmail.com
 - August would be a great time. Gives me the opportunity to partner with other organizations. Suggestion was San Diego Mission Rescue. Contract finalized with Catholic Charities and will be signed by provost. Will need to donate clinical supplies. Catholic Charities is associated with Rachel's House and La Posada.
 - Looking to partner with pride @ NU? Try to get members that are also in other student organizations. Strengthen camaraderie and unity across student orgs.
- **Outreach Officer (Desiree)**
 - Working with Joe on reaching SHHS students.
 - Using Blackboard to reach members, and officers



- Looking at attracting non-nursing students. Suggest shortening meeting lengths to retain members. (Joe) reached out to program directors with marginal response. Lots of hold up d/t restructuring and renaming of SHHS.
- **Vice Chair (Meagan) Covered by Joe**
 - Survived assessment; available to take on more responsibility and help out as needed
 - Constitution signed by all
- **Chair (Joseph)**
 - Report on Tour of Sharp Coronado
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 - Tour went well. One officer and 10 members in attendance.
 - Upcoming events
 - Planetree Bulletin Board in student lounges
 - Updating this board should be every officers responsibility. The key to the board is located at the front desk. I want to encourage increased use of this communication board.
 - Catholic Charities update
 - Ana, our student rep officer, will be coordinating the scheduling at Rachel's House and La Posada. This is a weekly commitment with flexible scheduling. Activities students would help with include BP checks, patient education and basically anything we've learned in school. Catholic Charities also needs students to help administer a psychosocial analysis questionnaire for immigrants wishing to see an immigration judge.
 - Shout out to Desiree Caldwell, our Outreach Officer, for sending out the biweekly wellness emails.
 - Restructure committee call
 - Meetings should be no longer than 30 minutes and discuss basics such as what is Planetree, what do we do and how to get involved immediately.
 - Constitution signed by all but Ana. Looking for more responsibility. (Sarah) does Meagan have access to leadership packet? Wena suggested having Meagan work on Planetree 101 Workshops.
- **Alumni Chair (Hollie)**
 - Alumni Google group made
 - Alumni LinkedIn up and running
 - Very happy to see the committee grow. Important to have Planetree centered individuals on your team. I'm glad to have had the opportunity to help build Planetree from the ground up. That said, I am moving forward and looking at job opportunities outside of the state. I will be resigning. I thank everyone for their contribution.
- **Advisors:**
 - Dr. Bhawal (Public Health Professor)
 - Clarity on catholic charities contract. Goes to school lawyer, he will view agreement and then send out to university higher ups. If at certain point

there are questions and a meeting is called, then they will arrange a meeting with us.

- Do we have an expected date on when we will hear back about the Planetree Conference abstract? Reach out to Bernie with Planetree per Hollie.
- Please include the meeting Zoom link in the “location” line of the calendar invite. It is much easier to join the meeting this way.
- Briana Erickson (Assistant to the Dean, SHHS)
- Melinda McLaughlin (Full-Time Nursing Faculty, Clinical Assistant Professor)
- **Open Forum:**
 - Feedback from newest officers
 - Camelle- suggest reaching out to cohorts more, perhaps monthly and promote activities and events/enhance NUPSC’s social media presence.
 - Sierra- Consider assigning cohort reps to improve communications. Many people are confused about Planetree or just realizing that NUPSC is a club. Also, concerned with word getting out to health programs other than nursing.
 - Thank you and good luck to Hollie!

Next Council Meeting: TBA

Next NUPSC Meeting: June 11th, 2019 @ 1800

Adjournment. 1924