



NATIONAL UNIVERSITY
PLANETREE STUDENT COMMITTEE



Planetree Officer Meeting

Date: Wednesday, August 7, 2019

Time: 5:02pm

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

Roll Call/Attendance:

Joe Lanctot, Camelle Sison, Ana Ramirez, Trina Rey, Sierra Cortez, Meagan Rhoades

-Faculty: Gloria McNeal, Ritika Bhawal, Briana Erickson

-Excused: McKinley, Shawna, Kieren

Approval of previous minutes.

June & July minutes approved via email

Important Dates Discussed

- Reiki Level I Class on Friday, August 9th at RB campus 9am-3pm
- Heartwalk Bake Sale on Thursday, August 22nd
- August Social on Friday, August 30th at Dave & Busters 7-10pm
- Cohort 60 pre-orientation on Monday, August 26th
- Heartwalk on Saturday, September 21st
- Planetree International Conference on Person-Centered Care 2019: October 27-30 in Orlando, FL

Updates

- Appointing new MComm Officer
 - Doctor McNeal needs a committee for volunteering at the Planetree Conference in Orlando, FL
 - Catholic Charities - It is officially signed! The partnership is done!
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Topics Discussed

- 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
- Introduce Tran – **Welcome! She is our incoming Finance Officer. Congratulations!**
- MComm Business.
 - Joe stated he appreciates all of the Officers’ work and it should be recognized. He appreciates the support you all have for each other. However, many have come to him in private about how events/activities/services are not being very well advertised because MComm is not necessarily fulfilling all of his duties. All of your events/services depend on that position. He states he does not think it’s right to you all for trying really hard and these efforts not being recognized or met because someone is not doing his job. He appreciates everyone who has stepped up to fulfilling it. It has come to a point where Kieren has to be removed to have a functional committee and everyone’s work can be appreciated.
 - Joe motioned to dismiss the current MComm Officer and appoint another to fill the spot.
 - **Motion passes**
 - Joe stated Camelle has volunteered to take on the responsibilities, so the position does not fall through the cracks. Joe motioned to elect Camelle as the Communications Officer.
 - **Motion passes**

Discussion items:

- **Advisors**
 - **Gloria McNeal**
 - Planetree Conference
 - Doctor McNeal stated we have a HUGE presence as National University at this year’s conference. She will need students and alumni volunteers to man the exhibit booth, seat attendees, manage questions from audience during panel discussion, handout brochures, etc.
 - 2 videos needed & developed with Marketing Department (volunteers also needed for this):
 - One with student & faculty testimonials (2 min)
 - One showcasing NU and the Sharp Collaboration
 - Students will be wearing T-shirts identifying them as ambassadors; given assignments by Lisa and her team throughout the conference.
 - This will be our first opportunity to showcase what we do as a Planetree designated academic institution and serve as a mentor for others.
 - There has also been a creation of an Academic Council

- Catholic Charities update
 - Joe stated:
 - It is officially signed! The partnership is done! We get to start signing people up for volunteering, resources, etc.
 - They will let us help with clinical things, medical education, community resources, & more.
 - Contract also agrees to work with us for degree requirements
 - Ana will take the lead to getting it scheduled, & will also talk to Dr McNeal about clinics.
 - Next month, a leader from Catholic Charities will talk more about this and will walk us through everything.

Cord checklist

- He wants your input on the checklist put together for Planetree grad cords
- Possibility of 2 cords - membership & leadership
- He will continue to work on requirements for these cords
- Walk people through the event flowsheet
 - Will walk with Camelle on this first and will present it next month

- **Vice Chair (Meagan)**

- 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.
- Need to prioritize what we track (*plan on having 3 questions, with one indirectly pertaining to Catholic Charities i.e. NU provides volunteer opportunities*)
- Work on just a few goals at once, before moving on to the next
- Post results in a public place, creating a collective drive within the student body and Planetree to improve upon these goals.
- Meagan stated she is trying to improve student satisfaction and track questions through surveys, and to see how change is implemented throughout time.
 - She will be meeting with Shawna to focus on specific questions to include in the survey.

- **Administrative Officer (Camelle)**

- I have been asked to fulfill the Communications responsibilities at the moment, so anything Admin & MComm related, please contact the respective email or text me.
- Biography/Election Application
 - Officer position openings include:
 - Chair
 - Administrative Officer
 - Mentorship Officer
 - Campus Liaison
- Officer applications
- Zen Den Update
 - Costs, items, & logistics all figured out & good to go!
 - Thank you Sierra for working heavily on the proposal

- Joe - update on presenting it to Sean
 - **Joe has not been able to present it yet, but will keep us updated**
 - I now have lecture on Tuesday nights for the next month (5-10PM), so I will not be able to attend next week's committee meeting. Can an officer take notes of the entire meeting for me including what every officer says/their updates, advisor updates, member's input, etc. please? You can refer to previous meeting minutes to see how I normally take notes (everything in red).
 - Monthly Recognition Awards
 - Submit your write up to nuplanetree.admnofficer@gmail.com
 - **Joe stated he would get this going again. He also wants to start recognizing officers with a reward such as a possible gift card.**
- **Financial Officer (Trina)**
 - Current Balance from Statement of Activities as of 06/30/19: **\$1,272.76**
 - **Total pending withdrawals: \$49.63**
 - Pending withdrawal for basket give away at the Summer Social
 - **Total pending deposits: \$240.00**
 - Summer social gift basket drawing (\$40), sale of NUPSC cords (\$100) & a \$100 donation
 - Total pending current balance as of 07/31/19: **\$1,463.13**
 - Reiki Level I class is still on for Friday, August 9th, and there are still 4 spots left if anyone is interested, faculty welcome!
 - **Desiree asked if we can open this up to family and if so, she will send out an email blast to get the spots filled. Trina stated yes.**
- **Activity Officer (Sierra)**
 - ***Reflecting back on July's social event:***
 - Great turn out!
 - Thank you to those who helped and supported the event. :)
 - **August** social event:
 - Still in the works, may possibly collaborate with Joe
 - **Event is now planned! It will be at Dave & Busters on Friday, August 30th from 7pm-10pm. Please RSVP on our Facebook page through Evenbrite.**
- **Mentorship Officer (McKinley)**
 - No updates.
- **Media & Communications Officer (Kieren, Interim: Camelle)**
 - Working to improve the MComm strategy.
 - **Joe stated he could work with Camelle to discuss strategies.**
- **Student Rep Officer (Ana)**
 - Essential oils are now at Kearny Mesa and RB campuses! Yay! I will keep everyone



posted on the survey results. The QR code on the flyer and brochure take the student directly to it.

- o Catholic Charities scheduling...Working on a format to schedule students into time slots.
- **Fundraising Officer (Shawna)**
 - o **Calendar of Events:**
 - September- T-shirt Sale via Bonfire. Plan to sell t-shirts to existing and new members at \$, goal to sell at least 50. Campaign will be about 2 weeks. Need member roster from Admin Officer.
 - October- Pizza Fundraiser (**Need at least 6-10 volunteers to gage a successful event and intriguing atmosphere**)
 - November- White Coats
 - December- Tote Bags via Bonfire (Details to come in November)
 - January- Pizza Fundraiser (**Need at least 6-10 volunteers to gage a successful event and intriguing atmosphere**)
 - February- Appreciation Grams
 - March- Hoodies via Bonfire (Details to come in February)
 - April- Pizza Fundraiser (**Need at least 6-10 volunteers to gage a successful event and intriguing atmosphere**)
 - May- Graduation Cords

September Event Collaboration with Activity Officer:

1. Approval Request:

Item	Cost	Quantity Needed	Total Cost
Costco Pizza	\$10 Each	5	\$50
Water 40ct.	\$7.79	2	\$15.58
Soda 36ct.	\$15.14	2	\$30.28
Paper Plates 176ct.	\$8.16	1	\$8.16
Paper Napkins 300ct.	\$3.97	1	\$3.97
Chips 54ct.	\$16.69	2	\$33.38

Estimated Tax - \$12

Total Cost: 166.63

Total Approval Cost \$170

- **Outreach Officer (Desiree)**
 - o Heartwalk 9/21
 - o Heartwalk bake sale 8/22
 - o Cohort 60 preorientation haven't received the agenda yet— 8/26 **need helpers!**

- Joe stated we also have a business orientation coming up that we can possibly speak at – specific date is TBD
- Free hug campaign?
- Desiree will send out a video and more information about this. This is could be a great campaign we can get started at RB campus. We can even get T-shirts saying “free hugs.”

Open Forum

- Nothing discussed.

Next Council Meeting: TBD

Next NUPSC Meeting: Tuesday, Aug 13th @ 1800

Adjournment. 1853