

APPROVED

MEETING MINUTES OF:

DATE: 2-14-2011

PRESENT: Diane Dressler, Maureen Greene, Pat Schroeder, Richard Fehring, Lynn Carey (called in), Mary Darling (called in), Barb H-H, Mary Ann Mosley, Margaret Callahan  
Terrie Garcia, Kathy Lendosky, Mary Polchert (called in)

ABSENT:

HELD:

SUBJECT	DISCUSSION	ACTION FOLLOW-UP DATE
<p>Review of Minutes from December 2010 Meeting and content of the President's Report from Charter Amendment Task Force - Patti Varga, Barb Haag-Heitman, Pat Schroeder reporting</p> <p>Governance - Induction update including number of inductees and date; Diane Dressler, Pat Schroeder and Kathy Lendowsky</p>	<p>Maureen Greene moved to accept minutes as written, Diane Dressler seconded. Minutes approved.</p> <p>Patti Varga, Pat Schroeder, and Barb H-H have been working toward the charter amendment which has been progressing nicely and according to timeline. It is anticipated that submission can occur before June 1, 2011. Questions were raised about changes that could potentially occur with the future of this at-large chapter. All agreed it would be beneficial to have a letter of understanding drafted as well as a policy and procedure for future boards and members. Part of the application includes questions about an induction fee. At this time, there are no induction fees- in an effort to encourage acceptance of the induction invitation. To date, the only applicable fees include the chapter fee and the national fee. Discussion revolved around increasing fees. "Treasurer consulted: DDG is financially sound &amp; due to economy no recommendations for fee increases at this time. STTI does require us to review our fees annually." Several comments were also made about reevaluating the fees at a future time as the chapter grows, which could potentially require additional financial needs. Currently the amount of revenue generated supports all activities.</p> <p>Diane Dressler provided induction update. A new online induction system was implemented that created errors with emails, but has been resolved. To date there are 30 inductees, 18 are paid; 12 are unpaid. Diane asked Pat Schroeder about recruitment of Alverno faculty. Pat Schroeder discussed current plan which includes personal letters on STTI stationary and presentations at faculty meetings. At this time, ten potential candidates could be eligible. The induction is slated for May 1, 2011 at 2:00 p.m. Barb H-H will be out of the country and not be present. Maureen Greene volunteered to be the Mistress of Ceremonies at the Induction. Questions about logistics were asked, Maureen O'Reilly will follow-up to ensure reservations, etc. have been made. Dr. Callahan asked about the process and number of notifications that went out. Concerns were raised about the low numbers of responses. Alverno will invite the top 3<sup>rd</sup> of their class, which could potentially be 35 students. Each school invites 30% of their top due to each school having their own criteria. Community leaders and alumni are other potential candidates for recruitment. Efforts to promote and recruit students will continue. Other ideas included scheduling gatherings, such as pizza parties for students, to promote invitation to the chapter. While this is late in the year to hold a gathering, it</p>	<p>Terrie Garcia to send to Mary Polchert to upload to DDG site</p> <p>Patti Varga, Barb H-H, &amp; Pat Schroeder to continue with timeline, application, and clarify agreement to include term of awards and inductions.</p> <p>Letter of understanding &amp; policies /procedures developed prior to implementation of change.</p> <p>Maureen O'Reilly to double check reservations, food, and other details for Induction.</p> <p>Barb H-H to send membership roster to Danielle Orchard and Dr. Margaret Callahan.</p> <p>Diane Dressler to continue efforts to promote induction among students.</p>

SUBJECT	DISCUSSION	ACTION FOLLOW-UP DATE
<p>Treasurer Report - Mary Darling</p> <p>Leadership Succession - nominations Maureen Greene, Lynn Carey, Mary Ann Mosley</p> <p>Program - Joint Program Update and review of Dec research night - Maureen O'Reilly</p> <p>Research - Bridges Conference and Research Awards - Richard Fehring</p>	<p>would be helpful to hold a session in September for the following year.</p> <p>Treasurer's Report for July 1, 2010 - June 30<sup>th</sup> 2011: <b>\$41, 370.86</b>, additional income of \$700 expected for fiscal year 7/1/10-6/30/11." Report sent to entire board and committee members. Mary Darling working on planning a time for auditor, Scott Dillard, to review records. Approximate fee is estimated at ~ \$250-\$500. In the past, the challenge has been to turn over signatures when members leave/die in order to gain access to funds. That issue has since been resolved; Barb H-H has been added to the account. The account is considered a business account because of the status of the organization. Barb H-H also mentioned that International may also be able to help w/ all the bookkeeping. Mary was unaware of this.</p> <p>The Nominations committee has been contacting individuals regarding open positions. Challenges include responses after leaving messages, making contact with individuals, and lack of interest. Maureen Greene shared various effective strategies (personal phone calls and all-points emailing). To date several individuals have expressed some interest.</p> <p>Applications received include: Patty Varga from Alverno for a faculty counselor; Patrick McNally for leadership succession; and Patty Schroeder for President-for 2012-2014 term. In addition, Mary Polchert has considered the leadership succession and Mary Darling has also considered continuing as Treasurer. Concerns were raised about filling open positions on the ballot. The other positions that will need to be filled are for The Leading Edge and Research Chair. Barb H-H recommended Ann Porreca for the Leading Edge, and Maureen Greene will continue to dialogue with Dr. Callahan regarding the Research Chair. Overall we have good candidates and will continue to solicit for the other open positions. Other suggestions included emphasizing role descriptions on websites and providing orientations for new board members. Mary Polchert suggested that to update the Vice President position to Vice-President/Program chair because that individual needs to have program management skills.</p> <p>Spring Joint programs planning in progress and venues and topics being investigated. Ann Cook-UWM and, Louis Seafelt involved with planning. One idea is to include a future of nursing panel. Barb H-H asked Pat Schroeder to serve on the panel because of her previous experience on a health care reform panel. Pat agreed.</p> <p>Save the Date information about conference on DDG website. To date nine abstracts have been received, however three were selected for paper presentation. We have time to increase the number to ten. We are still in need of four posters. Mary Polchert suggested a McNair student from Marian University.</p> <p>Outreach service agreement for bridges conference. Each organization is asked to have a poster presentation.</p> <p>Dr. Fehring submitted agreement in behalf of the chapter/MU to participate in the Bridges Conference. MUCN and STTDG have been asked to have a poster. Barb will</p>	<p>Leadership Succession committee to continue soliciting for open positions</p> <p>Mary Ann Mosley to follow-up with Sharron Coffee for the Vice-President, chair of program committee, or research chair.</p> <p>Maureen Greene to contact individuals who have expressed interest in positions.</p> <p>Maureen Greene to update Vice-President chair to reflect Program chair role.</p> <p>Barb H-H to recommend Pat Schroeder to serve on panel to the Program planning committee</p> <p>Mary Polchert to contact student and assist with filling out STTIDG submission form.</p>

SUBJECT	DISCUSSION	ACTION FOLLOW-UP DATE
<p>Leading Edge and Web Site - Mary Polchert</p> <p>Strategic Plan Progress - 1) need to identify support for Project Beyond, 2) identify level of support for College of Nursing (CON) 75th anniversary, 3) chapter key criteria</p>	<p>update the poster board for table which is usually about Delta Gamma, areas of active research, etc.</p> <p>STTIDG donated 120.00 for prizes. Further discussion about prizes was deferred.</p> <p>Mary Polchert will work w/ Nick to make site more navigable. Barb H-H reminded all to provide Mary with any updates to ensure they get posted on the website. Also it would be helpful to include the Vice-President in emails.</p> <ol style="list-style-type: none"> <li>1) We will continue to provide mentors as needed. The last conversation we had was around tutors; however at this time there are no students to support. A BEYOND End of Year celebration for families and students will be held April 30, 2011 to highlight accomplishment and maintain connections. The BEYOND team proposed support of \$1,500.00 to cover the cost to provide a brunch at this celebration. Board discussed and Maureen Greene proposed \$1,000 for this initial year. Barb H-H seconded. Floor open for discussion and a question was raised about the length of support. Barb H-H stressed this level of support on an annual basis. Votes were as follows: Lynn Carey could not vote; Diane Dressler, Margaret Callaghan, Terrie Garcia all voted in support. Vote passed to support Project BEYOND with \$1,000.00</li> <li>2) Identification of level of support for the CON 75th anniversary was deferred for the next meeting.</li> <li>3) Chapter Key: Maureen Greene reviewing criteria. The biggest challenge is around the data. At this time we don't have a really good handle on that; we need to be more judicious in obtaining the data. The total amount of points is 75; however the minimum is 40 to receive an award. Outreach to the members needs to continue in order to see what is being done by membership as a whole. We've elected not to go for chapter key held at the Biennial (June 2011) because of the significant gaps in the data needing to be obtained. Also, Mary Polchert is a judge we could not go for chapter key. Mary Polchert is also asked Nick to start archiving the publications and presentations so that it could be a more interactive website for members.</li> </ol> <p>Meeting adjourned at 5:35pm</p>	<p>Barb H-H will update the MUCN/STTDG poster board for the conference.</p>

Respectfully submitted,



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Name