**STTI Theta Epsilon Chapter**

**University of Central Florida**

**College of Nursing**

**February 17, 2017**

**Minutes**

**Convener: Vicki Loerzel**

**Present:** Vicki Loerzel, Joyce DeGennaro, Patty Geddie, Diane Andrews, Steve Heglund, Kelly Allred, Maureen Covelli, Dawn Turnage, Linda Henning, Donna Breit, Salena Tully

**Recorder:** Patty Geddie

Location: Class room Building 2, Room 101

Time: 4:00pm – 4:40pm

Call in Number: Not available

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| **Agenda Item/**  **Person Responsible** | **Background/Discussion** | **Action/Outcome**  **Responsible Person** |
| **Call to order** V. Loerzel | Chapter Goals:   1. Membership growth and involvement 2. Focus of chapter: mentoring 3. Policy and Procedure manual 4. Chapter involvement in the community |  |
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| **Approval of minutes** | * November - Approved * January – Approved with correction to Joyce DeGennaro’s name spelling. |  |
|  | **Board member updates/reports** |  |
| **President**  Vicki Loerzel | * Needs survey- Emailed to all active members Feb 3, 2017. Will resend a second email to all active members. * Updates from Executive Board meeting: 1) Increase recognition of past president. Voted to purchase and present pins to current active past presidents. Maureen Covelli, Anne Peach, Jayne Willis, and Susan Chase.  1. Subsidies for new members are becoming limited worldwide. STTI National still has funds available through direct application. Voted to approve $500 each year as a subsidy to new members through Theta Epsilon for induction. Funds will be distributed depending on how many applications received and approved. Currently, only one student has inquired. 2. Voted to establish the “Distinguished Friend of Theta Epsilon” for members who have made a significant contribution to the chapter over the years. An appreciation award (vase or bowl) and plaque in UCF CON lobby (pending dean approval). Will be awarded in June | Patty Geddie will send second email to all active members Feb 18, 2017  Vicki to compile results and present in March. |
| **Vice- President**  Joyce DeGennero | * Internship program and SNA meeting – Well attended, 75 students. Junior class students asking about what to expect. Plan to start in fall 2015. |  |
| **Treasurer**  Diane Andrews | * See attached report. |  |
| **Leadership Succession**  Dawn Turnage | * Need: Pres-elect (1 yr term): Joyce DeGennaro, Vice Pres (2 yr term): Leeann Hudson, Treasurer (2 yr term): Diane Andrews, Leadership succession: Gene Waterval, 2 Governance positions: Josie Weiss, Chris Deatrick. | Finalize ballot for end of April.  Send Ballot May 1, 2017 to be open for voting for 2 weeks. |
| **Governance**  Kelly Allred | * No report | . |
| **Counselor**  Stephen Heglund | * 33% paid new inductee (125), 23 are graduate students. 20% less than last year, but higher than other past years. |  |
|  | **Old Business** |  |
| STTI TE Calendar and Policy and Procedure manual | Received Chapter Manual from Delta Upsilon chapter, looking at that as a model |  |
| Nursing Scholarship Day  Maureen | 2017 Nursing Scholarship Day: Education, Practice & Research- Abstracts submission complete. Reviewing and sending out acceptances and non-acceptances. 2 breakout rooms. More presentations per session. Presentations in 15 minute segments. Student volunteers for room monitors, time keepers. |  |
| Spring meeting  Joyce | Planning for Spring chapter meeting: Nemours Children’s Hospital June 13, 2017, Tuesday. Pending final confirmation |  |
| Chapter grants  Vicki | March 2, 2017 send out announcement for next chapter grants due April 15th |  |
| Awards Donna | Updates- see additional handout. 3 awards @ $500 each: 1) Nursing excellence in scholarship, 2) Nursing excellence in leadership, 3) Nursing excellence in service: Recommendation to extend time frame from 2 years to 3 years (consistent with literature). May self-nominate.  Call for nominations will be April 1, deadline May 15. | Vicki and Donna to work on application. |
| New member Committee Updates  Joyce/Vicki | * New member orientation covered upcoming events, checking Knights email, review Circle website, expectations from chapter leadership. |  |
| Web and media  Joyce | Recruit web or social media person |  |
| **New Business** | | |
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|  | **Important Dates** |  |
| Board Meeting Schedule | March 21  No April meeting (Scholarship Day)  May 2  June 13 Board and member meeting |  |
| **Other dates** | April 11- Scholarship Day  April 15- Spring Grant Deadline  Election dates |  |

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| **2016-17 Board members** | |
| **President:** Vicki Loerzel\* (2016-18)  **Vice President**: Joyce DeGennaro\* (2016-17)  **Treasurer**: Diane Andrews\* (2015-17)  **Secretary**: Patty Geddie\* (2016-18)  **Counselor**: Stephen Heglund\* (2016-18)  **Past- president**: Maureen Covelli  **\***Denotes voting members and Executive Board | **Leadership Succession Committee**  Dawn Turnage- Chair (2015-17)  Linda Hennig (2016-18)  Anne Peach (2016-18)  Elizabeth Kinchen (2016-18)  **Governance Committee**  Kelly Allred- Chair (2015-17)  Jayne Willis (2016-18)  Selena Tully (2016-18)  Donna Breit (2016-18) |