

**Meeting Minutes**  
**Collegiate Nursing Club**  
**Wednesday, December 3, 2008**  
**MGH 301**  
**Total at meeting—21**

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**Attendees:**            President:            Ashley Hartzler-present  
                         President elect:      Karrie Blewitt-present  
                         Secretary:            Melissa Hill-present  
                         Rep to Dean:        Alisha Sloan-present  
                         Class 2009:         Casey Lindsey-present

**Guest:**                Cassandra Fragapane Laurie Turner  
                         Melissa Kline        Emily Bernard  
                         Todd Lainter         Leslie Gunion  
                         Erika Webber        Lakeisha Hurr  
                         Stephanie Carpenter Jelena Kolinja  
                         Brittany Seifer      Katie Burfield  
                         Jessica Cuglewski    Jason Smith  
                         Lynnea Tinkl         Frances Doak

**Absent:**                Vice President:      Doris Singer  
                         Treasurer:            Debra Lehr  
                         Class 2010  
                         President             Ryan Wells

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**Meeting Purpose:**      Monthly CNC meeting.

**Actions:**                12:02 meeting called to order by Ashley Hartzler.

**Actions:**                Introduction of CNC officers:

**Old Business:**         NONE

**New Business:**        **New Appointed CNC Rep to Dean Alisha Sloan.**

**President's Report:**    "Open M" The CNC would like student volunteers to help in this wonderful event of distributing and sorting items for needy families. Please mark your calendars for this December 18, 2008 from 9-5. Contact Ashley for more information [ah20@uakron.edu](mailto:ah20@uakron.edu)

**There will be NO January 2009 CNC meeting because of winter break. The next CNC meeting will be February 4, 2009 at 12 noon in MGH 301.**

**President Elect's Report:** Karrie reminds students that CNC elections are coming up in February 2009. If you are interested in running for office the office positions are President Elect, Vice President, Treasurer, Secretary, and Representative to the Dean. Being an officer can be VERY rewarding. All of us work together in this fun group. We each support each other and are willing to help out other students in the time of need.

Karrie is speaking for the Class of 2010's President. The Class of 2010 will be selling sweat suit outfits next semester. Stay tune for more information. The suits will be for both men and women and will be affiliated with the College of Nursing.

**Vice Presidents Report:** NONE

**Secretary's Report:** Asked guests who were CNC officers so that the CNC membership list may be updated.

Told guest to look in their E-mails for more information on December's meeting. Also look for the CNC by-annual newsletter.

**Treasurer's Report:** NONE.

**Guest Report:** Jody Patterson is a representative of the Center for Career Management. She speaks on resume and cover letter building skills. She distributes several brochures and pamphlets with information pertaining to the students in building the best resumes for his or her future careers as nurses. Jody said that there are several styles of resumes. For example one style is the Functional resume. The Functional resume is typically more experiences based. It highlights skills the person filling out the resume will have. It will also highlight the educational backgrounds. There are different sections of a resume. A language skill for example is a Great opportunity to show the future employers your uniqueness in speaking a foreign language such as Spanish. A computer skill is another quality skill that can be added. Other things that can be included are leadership skills such as being a member of the NSNA, ONSA and/or CNC.

Jody suggests that students graduating in May or August start on their resumes now. She recommends that students start reflecting on their own skills and start jotting things down on a piece of paper.

The Center for Career Management can be found in Simmons Hall in Room 301. For more information and walk in hours call 330- 972- 7747 you can also find them on the web at <http://www.uakron.edu/ccm>

**Representative to the Dean  
of CNC's Report:**

Alisha Sloan introduces herself to the CNC board for the first time. She said that she will be representing herself and the CNC to the Dean and give updated information to the Dean on behalf of the students of the CNC. Alisha is very eager and excited to be affiliated with such an organization. She encourages students to join the CNC and become future officers.

**Actions:**

12:27 pm Meeting called to close by Ashley Hartzler.  
Melissa Hill seconds the motion  
The motion carries.