

National Louis University Counseling Association (NLUCA)
2/4/2020
Meeting Minutes

Present:

In-Person:

Anna Marie Yates, *Faculty Sponsor*

Ali Mayer, *Vice President*

Baheia Derweesh, *Faculty Member*

Colleen McShane, *Member*

Via Zoom:

Regina Verhelst, *Secretary*

Erma Hill, *President*

Carol Briggs, *Graduate Assistant*

April Atwood, *Graduate Assistant*

The meeting was called to order at **3:05 pm**

1. Approval of Minutes from Last Meeting

- a. Minutes approved as read.

2. Open Issues

- a. Care Fair February 8, 2020, 9a-1pm at Wheeling campus
 - i. Volunteers and presenters arrive by 8:30 am
 - ii. Hand out evaluations, attendees receive CEU certificate upon turning in evaluations
 - iii. Presenters receive certificate
 - iv. Regina to coordinate thank you emails to presenters
 - v. Program List
 - a) 9-9:30 Registration/Coffee/Visit Exhibits
 - b) 9:30-9:45 am Poster Session Q&A
 - c) 9:45-11:45 am – Equine Therapy
 - d) 11:45 am - 12:30 pm – Evaluations/Networking/Visit Exhibits
 - e) 12:30 pm – 1 pm Lunch

- b. April - flyer for Care Fair
 - i. Completed
- c. Distribution of flyer for Care Fair
 - i. Regina to create short message for Jason to email to counseling program, include flyer
- d. Ali and Anna Marie pricing for lunch
 - i. Preparing for 75 attendees
 - ii. Anna Marie will order salad and pizza, pick up cookies and fruit platter
 - iii. Ali to purchase 4 cases of small water bottles and plastic tablecloths
 - iv. Regina and Anna Marie to bring plates, plastic forks/knives from North Shore campus
 - v. Anna Marie will pick up coffee and munchkins from Dunkin Donuts
- e. Anna Marie follow-up with Student Experience Rep Tribuana Joan
 - i. Anna Marie has followed up, has received no response
 - ii. Will alert Exec Board when she hears back

3. New Business

- a. The Student Experience Center has a Winter Involvement Fair coming up
 - i. Have not received any additional information

4. Next Meeting: March 3 at 3 pm, same locations

- a. On-Campus Locations:
 - NLU Wheeling, Room 310
 - Zoom: <https://nl.zoom.us/j/662315314>
 - Phone: (646) 558-8656
 - Meeting ID: 662 315 314

Meeting concluded at **3:25 pm**

Minutes respectively submitted by Regina Verhelst