



APSA Executive Council Meeting
June 1, 2021 at 20:30

1. Call to order (20:33)
2. Roll call (2 min) Garrett, Jared, Alyssa, Rachel, Marzena, John, Amandeep, Daniel, Jasmine
 - a. Regrets:
3. Additions to the agenda (1 min)
Motion: To approve the agenda
First: Rachel Second: Jasmine
4. Minutes of the last meeting (1 min)
Motion: To approve the previous meeting minutes
First: Rachel Second: Jasmine

New Business:

5. In-Camera Discussions - Garrett (5 mins)
Motion: To move into camera
First: Amandeep Second: Alyssa
Motion: To move out of camera
First: Rachel Second: Jasmine
6. APSA Goals - Garrett (15 mins)
 - a. Garrett: I had a meeting last week with the new VP Academic of the Student's Union and in that meeting he came to me and he said "what are your goals for this upcoming year and what are your exec's goals for this upcoming year?" to which I said "we haven't really had a chance to think about this". I told him a lot of us are on our rotations right now and it's a really busy time for us. There is still the rest of the summer and so I just like giving everyone a bit of time after finals and to finish up the rotations before they really start diving into APSA things which he was completely fine with. He said we'll have this discussion about goals later in the summer however, I just thought I would kind of bring it up now just as a preliminary discussion. In terms of my goals for APSA, I think a main goal of mine is just to be able to support students whether we are in person or online as well as supporting students who are both in person and online looking forward to next year. There's a possibility of some students having in person classes while some students may still be learning completely remotely and so either way I want us to be able to support all students equally and not favour one group over another.
 - b. John: One of my biggest goals is to continue what Jared did last year and be able to reinvigorate those relationships with not just companies, but also people who support the faculty. I think apart from these big companies it's really important to get funding from alumni or other people who find pharmacy really important. More than that, is just to extend it into the future as well.
 - c. Garrett: I think that's really important. Over this last year, we did lose some relationships due to the circumstances that Jared was faced with. Companies and businesses weren't in a position where they could financially support APSA. Now that we are supposed to be returning to normalcy, I think it's a good goal to try to reignite those relationships with those sponsors.
 - d. Rachel: My main goal ties into my agenda item that I'll talk about later, but I'm wanting to create a new committee with CAPSI and IPSF mainly to increase collaboration with IPSF. I also hope to have more collaboration with the other groups as well, like CHSP.
 - e. Garrett: I look forward to hearing more about it in your agenda item, I think it's a great idea.



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- f. Jared: My biggest goal is that I want to try to promote inclusivity within APSA and APSA events. I think that's the biggest thing moving forward that I want to try to continue to promote. I know Leah and Nils were doing a really good job but I think we can continue to work even harder at that especially with the formation of the BPSA and the LGBTQ associations within APSA. It'd be awesome to get them more involved with us, so definitely working with them and collaborating to promote that is a big goal of mine this year. Obviously with the new students coming in and with the second years who haven't been on campus as well or attending events, I'm really trying to promote that and get them excited. I'm trying to get people involved and engaged and connected as I feel like we lost a bit of that connection being online. Hopefully if things transition in person a little bit, we'll have an opportunity to build those connections.
- g. Garrett: I think that's great, you definitely have a huge role in the upcoming semester in uniting pharmacy students. I look forward to seeing what you can do.
- h. Amandeep: My goal is kind of overarching and is a team effort on all of our part. I want to try to inspire people to do the right thing rather than pressuring them into not doing the wrong thing. My role is making sure that people are professional and I think that will play on us to be role models and to show them that if we are doing the right things that will inspire them to do that as well.
- i. Garrett: I think that's a goal we can definitely hone in on in a lot of different areas of APSA and pharmacy life.
- j. Daniel: I've been taking a close look at our budget and for the most part, it looks pretty good. Some transactions were not posted to the best ability and they were not the most accurate numbers, so when I was reconciling for the SU audit it was kind of all over the place. Going forward I do want to make sure that we have proper tracking. I have reimbursement forms and in the next couple weeks I want to meet with everybody to establish a budget to see where or how much money to spend for what events. My biggest thing is to reconcile the budget better.
- k. Garrett: That definitely will be the backbone of APSA and I think as logical and more clear we can make it, the better.
- l. Jasmine: My biggest goal is to continue the legacy that is RX Factor. I've never actually seen the live version of it, I've only experienced the online version, so if we get to have it in person it will be a learning curve for myself. I want to make sure there is a lot of inclusivity within the program and maybe more female representation. I know it's about Movember, men's health, but we can all be aware of men's health together. I just want everyone to be participating and having fun cause I know it's been a tough year for all of us and it's time to have some fun and bring some joy into midterm season.
- m. Garrett: I think it's really good that you're looking towards having RX Factor be more inclusive.
- n. Alyssa: My two main goals would be the mentorship program, especially in the beginning of the year with the new class coming in and then the second years not having been in person before. I think that it is kind of important to start right at the beginning to give people a few connections in the program. The other thing was the space and wellness committee with the monthly wellness events. I know we did that this past year and they were mainly online events, but as Garrett was saying, we have to accommodate the people that may be in person if we get to go back as well as those that might not get to go back if that happens. It might be a little tricky to plan events that cater to both groups but I think it's something we have to keep in mind.
- o. Garrett: I think those are great goals and I can see the value in the mentorship program as multiple classes will be coming to campus for the first time.



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- p. Marzena: My main goal is to make sure everyone is updated and make sure everyone knows what is going on. The second thing that I want to try to implement is an Excel spreadsheet for events to lower the notification burden on Facebook when the events are happening. Certain months are super busy and it is best to have one place to find all the information you need.
 - q. Garrett: I think it would be a great way to tackle notification burden.
7. SU Expectations - Garrett (10 mins)
- a. Garrett: Another point that was made in my VP Academic meeting last week was asking me what are our expectations of the SU. Personally, I don't really know because APSA seems to be removed from the rest of the university. APSA and pharmacy don't seem to fit the status quo of other university associations, so I'm not really sure what the SU can do for us. In talking with Anthony, last year we didn't have a lot of contact with the SU, we kind of did our own thing, we didn't collaborate with them a lot. However, I think that years before when Scott was president and when Jess was President, they did have quite a bit of interaction with the SU. Going forward this year, I think it is important that we see how the SU can help us, see if there's a way they can make things easier for us. I definitely think it's something worth pursuing, however, I just want to keep in mind that I don't think we necessarily fit the status quo of what a faculty association is and we are kind of a separate entity from other faculties within the university, being a professional program. If anyone has any expectations that they've thought of or any points that they want to add or questions for me, feel free to add.
 - b. Amandeep: I think it's important that we figure out what's going on with the SU because we won't have anything to pass on to next year's council. I think it will be good to touch base so that we can relay that to next year as well.
 - c. Garrett: I think an issue we had last year was that Anthony was never included in any of the faculty association emails or meetings which definitely kept him out of the loop. However, we've definitely sorted that out and I have been in contact with SU and things will be a little different this year.
 - d. John: *Google Meet Chat* Did we elect in our SU representative this year or did that spot go empty?
 - e. Garrett: Nathan is our SU representative, he went for another year. In terms of COFA representation, we've had some issues. Rokhand was elected into that position, however, in talking with SU, I sent them the details for her and they said there is a bylaw that states that no bi-election can be held until September for a COFA position, which is not ideal. Last year, Makboolee was elected in a bi-election that happened in May. One bylaw says that no election can happen in May and another bylaw says no bi-election can be had until September. I emailed them back, but I haven't gotten a response. It's looking like we may have to have a bi-election in September just to officially appoint Rokhand into the position. I have emailed Rokhand and let her know and she is okay with it, we'll get it figured out. In terms of what the SU can do for us, I have a meeting with all of the faculty associations and the SU tomorrow evening, and at that meeting I can kind of get more of a sense of what the SU can do for us and then come back and tell you all about the things I think that they can do for us. Then we can kind of go from there and determine how we want to interact with them. I know that there's three 3 different subcommittees from the SU that pertain to faculty associations. One is the COFA senior board where the presidents of all the faculty associations meet. Another one has to do with finances and financials where the treasurer of each association can sit on it. There's a third one and I forget what it has to do with, I think it's more of a generic subcommittee. However, in the past I think APSA has only had the president sit on the COFA seniors board. Last year, we had no one do anything on any of the boards so I think going forward this year, it's definitely something to consider. We can strategically plan what meetings we want to go to and what representation we want.



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8. Tuition Increase Update - Garrett (5 mins)
 - a. Garrett: I have written the letter that you have all seen and helped me draft. I haven't sent it to the Minister's office yet as I'm waiting because the faculty's proposal isn't going to be sent until mid-June, so I just didn't want to send it mid-May. I'll be waiting until early next week to send the letter to them. In terms of meeting with the SU last week, they wanted me to write them a letter showing our displeasure at the faculty's consultation process and how we were consulted by the faculty. What I did is I sent them a letter just stating the dates that we were consulted and what the consultation entailed. I added what we did on those dates and gave them a list of how we were consulted and then said they can contact me for further questions. I didn't explicitly state that APSA is displeased with the consultation process or. They are planning to compile a list from all of the faculty associations and send them to the government so I just made it as factual as I could.
9. VP Social Update - Jared (5 mins)
 - a. Jared: I wanted to update you on things I've done and things I have planned going forward. One of the things I did was mix up the Mint Cup teams to get new people to get to know each other. Over the past couple of years we've had the same teams on the leaderboard. I wanted to give everyone a chance to get involved and encourage the competition. I was able to complete that with some help and now I'm working on getting some new Mint Cup team leaders. I'm just writing up a draft for leaders to know what I expect from them. The other thing I have been brainstorming is orientation. We're typing up an email to Dallyce to ask if they have any ideas for me. With the government, they're making it sound like it could be in person but that will be a lot of work because the second years also haven't had a tour of the facility. I'll need a lot of help from the third years and I was thinking of doing a short optional orientation for the second years to show them around campus. I'll have to reach out to the faculty to see if I can organize something like that and maybe do it earlier in August before the first year orientation. Also, I have just been trying to plan a mix of events, especially if we are hybrid. I'll have to try to accommodate people who are wanting in-person events and also people who can't be at in-person events. I'm trying to do what Leah did with the music bingo and trivia for online stuff. I also need to reach out to Alyssa because I'm trying to plan something similar to social January in September, to encourage students to get involved early, especially for the first year students. It'll help to promote connection building right away and help promote the mentorship program. I'll give you guys an update once I hear back from Dallyce regarding everything, but if you guys have any other ideas, any suggestions or stuff you would like to see, just let me know and I would be happy to work on it.
10. VP Finance Budget Update - Daniel (5 mins)
 - a. Daniel: With the budget, there are a few things to work on. It might be a little hectic to reach out to everyone and establish what their budgets are going to be, especially if there's going to be friendly disputes about going over or under budget and negotiating what the MOUs are, which is money from the faculty. It all depends on how much money we can secure and that's in part a team collaboration. We have VP Fundraising, we have to be mindful of what we are spending on. One thing we need to work on is the Pharmacy Grad 2023, because so far I think we just have one person running. Is it just Tegan?
 - a. Garrett: Right, just Tegan. I think that there's interest when the next bi-election comes around.
 - b. Daniel: We have to set financial projections when we get funding to know how much we have to have left over. I'm not too sure how post COVID spending is going to go. During COVID, we spent quite a lot of money for the online semester, which is fine, but we have to keep that in mind if we go back to in person activities. We got a sizable refund for PDW but I think the budget might be tough. The online semester did not get a lot of funding but I will keep you all



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- updated and I will reach out to everyone to discuss their individual budget.
- c. Garrett: I think that's a good update. I think it is good to be pretty hesitant with our budget because we don't know what the next year will entail and what our budget will be. We also have to make some changes with the banking because we were at single signing authority so that we could e-transfer people while being online. However, I went to reapply with SU for APSA recently and came to learn that it is actually against SU policy for a club to have single signing authority and that all clubs must have dual signing authority so we are going to be changing it back now that we are aware of this. We weren't aware of this last year but know that we are aware, we will be doing things as per SU policy.
11. APSA Membership Cards - Alyssa (5 mins)
- a. Alyssa: With the membership cards, they decided not to do them last year because we were online. I wanted to get input on what you think about the membership cards as I think we should try to do them this year. I know some businesses may not be able to give us discounts with the economy, but I wanted to get some input to see what you guys think about it and wanted to see if anyone had any suggestions on where to reach out to.
 - b. Garrett: I think we should consider redoing these. Last year, we just didn't think it was appropriate but if things are starting to get back to normal, I think it's something we could consider. Pharmacy students might be back in Edmonton and businesses might be reopening so we could help support them while they reopen and help support their business.
 - c. Jared: I think if you wanted to work with me, Alyssa, we can just talk to Dallyce and see what the faculty is going with, because we should probably mirror however the faculty approaches the situation. It all depends on COVID and where things are at. I'm happy to help you with that.
 - d. Amandeep: Did you want ideas on where to ask for discounts too?
 - e. Alyssa: Yes, I was looking at my card from first year and was planning on reaching out to most of the same places, but I'm looking for suggestions from those that live in Edmonton.
 - f. Amandeep: Writer's Room is closed, but I would reach out to Remedy cause they are local. I would reach out to cafes, because students like to study in cafes so we could bring them business. Another cafe is Brew and Bloom which is a good option. Also, you could try to reach out to Earl's because we do give them a lot of business. I know they aren't local but it is worth a shot.
 - g. Jared: We're also partnered with the people who own some bars in Edmonton and we have to host a set number of events but I don't know what will happen this year. I will reach out to them and see but we could keep that in mind.
 - h. Alyssa: Thank you! Some of those places are listed on the card from first year so I will reach out to them.
 - i. Garrett: If you are doing fundraising, please CC others in the email to keep others in the loop. There have been issues with roles overlapping in terms of fundraisers and people getting emails twice.
 - j. Alyssa: I will reach out to you John in case you have some other connections.
12. Google Forms Setup - Amandeep (2 mins)
- a. Amandeep: We had some issues with impersonations on Google Forms last year, so if you do any Google Forms, please make sure you include people having to put their email down. If you need help with that, we can figure it out together. This goes for elections too, as we don't want to be having those issues.
13. CAPSI-IPSF Committee Proposal - Rachel (10 mins)
- a. Rachel: I just wanted your feedback. I've been talking a lot with Ayush about this as he also had this idea, but it just never got done because of the pandemic. To give you some context, the UofA is the only school that doesn't have a local CAPSI council or CAPSI committee. Most



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schools have specific roles in their committees like secretary and treasurer, but I'm thinking that a small committee with four student members, the IPSF reps and the CAPSI reps would be really beneficial. Depending on how things would go, that could be changed. My idea for this committee would be that the four members from any year could be there to help out with different events that CAPSI the IPSF puts on throughout the year. In person CAPSI competitions have a lot of setup and coordination so extra help would be really beneficial. We also run our own social media accounts, so having someone to help make posts would really help out throughout the year as that can take up quite a bit of time. It also includes things like lunch-and-learns and writing articles for PQ and being involved in both CAPSI and IPSF. Doing this, we could increase collaboration and do more events together as well. I also wanted to note that even though the CAPSI and IPSF reps would be on this committee, they wouldn't be expected to help out in each other's roles, that would be for the extra members. I was thinking the CAPSI senior and the IPSF senior could be co-chairs of the committee, but I just want to see what everyone thought of this idea. I'll probably bring it up at the summer retreat and see if we can get it as an ad-hoc committee through the year.

- b. John: I really like that idea to have an additional committee. I also wanted to mention that maybe we could scale the time up for committees sooner. If Rachel wanted to put together a team, committee selection isn't until late September or early October and by that time when you have that team you can't really achieve anything for the first semester because you're going into midterms and finals. So to really help Rachel out, is it possible to hold elections kind of early September or is that too early? I know this is something that I've spoken to Diane about because she's SAF rep and last year they couldn't really put anything together because teams were put together so late. I don't know if this is something that needs to be changed in the Constitution.
- c. Marzena: I have to talk to Megan about committee formation, because I know that ad-hoc committees are done in August. She might know more about whether committees can be done earlier or whether they can be informal committees potentially. I do really like the idea for the committee, as I was IPSF rep last year and that was a lot of work. Now that there is a second IPSF rep it makes it great and then joining forces makes it even better.
- d. Garrett: I think that both representatives of CAPSI and IPSF do a lot of work that can be delegated to other members. I do think there will be interest for students.
- e. Rachel: Do you think four members is enough? Do you think more people would be interested or if it should be open to more people than that?
- f. Amandeep: I think four is better to start with because you can divide the work and see what you can do with four people. It also gives more people the opportunity to get involved.
- g. Rachel: So I should wait to bring it up at the summer retreat?
- h. Marzena: I will get in contact with Megan and confirm how it is done and then I will let you know.

14. Additions to the Agenda

15. Adjournment (21:23)

Motion: To adjourn

First: Jared **Second:** Rachel