



APSA Executive Council Meeting
February 1st ,2021 at 14:00
(Google Meets <https://meet.google.com/kth-byqw-aiy>)

1. Call to order (14:01)
2. Roll call (2 min): Ayush, Anthony, Garrett, Jackie, Jared, Navjot, Eliana, Leah, Megan
Regrets:
3. Additions to the agenda (1 min)
 - a. Black-listing Events - Navjot (5 min)
Motion: To approve the agenda
First: Eliana Second:Leah. **Motion carries.**
4. Review last meeting's minutes (1 min)
Motion: To approve the previous Council Meeting Minutes
First:Garrett Second:Jared. **Motion carries.**

New Business:

5. New Club Application - Megan (5 min)
 - a. [Supporting Document](#)
 - b. Megan - Diane approached me initially because she wanted to start an advocacy group but after talking about what the goals of this group were it sounded like it would be best to go down the club route. I'm not sure if they have a club name yet but it will be something along the line of women and pharmacy in sports. The purpose of the club is to support women in different types of physical activity. They would be doing activities through a Facebook group and Zoom meetings and then change how they operated as COVID circumstances change. They essentially just want to promote physical activity because aside from the health benefits, there is also team building, an outlet for stress, improving mental health, improving confidence, improving leadership and teamwork. Some of the ideas they have are Google forum discussions, posting invites to different sporting events in the group, sharing ideas with other women in the program, and doing Zoom fitness sessions like yoga, kickboxing, and different at home workouts. They haven't asked for any budget for the year.
 - c. Anthony - I think it is a great idea.
 - d. Megan - Alright if there is no further discussion we can vote.
Motion: BIRT APSA Executive council approves the Women and Pharmacy in Sport club as an APSA affiliated club for the 2020-2021 academic year.
First: Megan Second: Ayush
All in favor. None opposed. Anthony abstains. **Motion carries.**
6. APSA Council and Fundraising - Ayush (5 min)
 - a. Ayush - This hasn't been triggered by anything in particular but it is something that I've thought about since I've been in my position. While we're in pharmacy school, we ask our students to donate a lot of money, that's just the truth of the situation and I don't think it is a bad thing, I think it is one of the best parts of APSA in how many causes we contribute to. With that said, in speaking with the Grad Committee, I'd reached out to them just to find out if they had planned any events in March. Something I think I want a discussion around is how counselors communicate what fundraisers they are going to plan because I think it affects both positions. So for example, this month we had the Super Bowl Squares, and the Bachelor Bracket and an IPSF event, so that's 3 events just this month for students who contribute. I ultimately think it ends up hurting the causes where we are not offering a product, so for example, the Grad Committee will always make a profit on whatever they sell because



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they're selling a product, whereas for example, Marzena hosting an IPSF event after that might not do as well. So just something to consider for next year and in the future encouraging counselors to bring it forward to APSA council, like "Hey I'm planning this event" and giving people a heads up because I think given that we're not in person this year that communication is falling off a little bit, at APSA council meetings last year we would do that and people would just know what others were doing. Given that we don't know what next year is going to look like I think that is something to keep in mind and I think it's great to have the fundraisers but I'm open to hearing other people's thoughts on the situation.

- b. Megan - It would be easy enough to make a doc in the Google folder just saying here's all the fundraising events, list the dates you're doing it, and then have people consult the calendar if people aren't speaking up at meetings.
- c. Eliana - I did a similar thing with my committee where I made an Excel sheet and so it was organized what everyone was doing and the date so that there was no overlap and types of events. So for example, I think anybody who is going to be planning fundraisers in the next year can contribute just like Megan said to an Excel sheet document and just have the specific dates, how long the fundraiser is going to be for, what it's going to be for, etc. just to organize it so that people aren't throwing fundraisers around and it wouldn't get too hectic for students.
- d. Navjot - I think that is a great idea what Eliana just brought up, especially because we are online, I do agree with the terms of communication having fallen off, especially when it comes to general council meetings in terms of keeping each other updated, so I wonder if there is merit to bringing this to General Council and encouraging counselors to leave something to the effect of what you can bring up to General Council meetings in transition documents to make sure that the continuity is there for next year.
- e. Ayush - I agree with everything that has been said, but the second reason I wanted to bring this out was thinking about in the future, the next incoming council, they need to know what people were doing in their roles. So how can a first year know for example, what Marzena is doing in her role when she doesn't have the space to necessarily take up and show what she's doing. That was the other thing, because I think just bringing things forward to council, for example, Brianna sitting on council and she hears that Marzena is planning X,Y, and Z and then maybe she would consider running for that position and I think that is kind of how you gain interest in future positions, so I think it is important for continuity and having counselors be successful in their roles.
- f. Anthony - I wanted to add to the discussion with fundraising and overlapping, I think for the most part, events planned within APSA council are well planned in the sense that they need to reach out to Megan, they need to book that date off, and make sure the times are available. Ayush I think you and everyone else have done a great job with what you have planned in March. We could take it a step further and say this is going to be a fundraising event and make it known before the fact. I think where there is a huge disconnect, aside from being online, is the Grad committee and because their kind of sole thing is fundraising and I think at times maybe things may come up as a bit of a spur of the moment and the communication between the Grad committee and General council isn't always there. I think you nailed it Ayush, at the end of the day it is just open communication and whether that is via a Google form that people fill out, or maybe there is a spot where they book the time with Megan.
- g. Leah - I think a Google folder is a good idea going forward and kind of making sure that fundraisers are well planned because I know the Grad committee met at the very beginning of the year and this was all planned out before then so it just isn't out there to the rest of



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council so I don't think it would be an issue at the start of the year being like here is the tentative schedule. So I think the fundraising folder would be a good idea because sometimes fundraisers aren't going to necessarily get on the calendar because it's not an event and same with wellness challenges and things like that since they don't get on the calendar since they're not technically events but they are still going on. I think those are probably like the trouble areas where we're going to run into miscommunications and things like that. I don't know if we maybe want to get into a habit of putting fundraisers and initiatives into the APSA calendar to make it easy to see what is going on but I'm also not opposed to a Google forum.

- h. Ayush - I think the core of everything is people need to feel comfortable coming to the council meeting and giving a one minute update just an FYI and that should be an expectation in any role because it improves communication so other counselors are planning and other people are planning so they don't feel drowned out in their positions.
 - i. Navot - I think this extends beyond fundraising extents. I know after talking to Megan there seems to be some hesitancy among some counselors to ask "Do I bring this up to council meetings? Is this my place to? What do I bring here?" So maybe it would be beneficial to clarify that with regards to any initiatives that whatever representation different people have with regard to different committees or within their role that it can be brought up. I think that it might be good to relay over to everyone else and again have it highlighted in the transition documents.
 - j. Anthony - Lets bring this up at the next general council meeting, we might have missed the mark a bit this year and I think that was expected with the transition online because communications is more difficult. I don't think there was a general council meeting that ended early and this year that hasn't happened so this is definitely something to bring up for the remaining months but is also important to highlight in transition.
7. APSA Council Changeover - Ayush (5 min)
- a. Ayush - I've been thinking about the changeover that we received and how we can do a better job for future counselors. So I guess there were 2 thoughts, 1 was the incoming council won't know what in-person looks like so I think that is very important to consider. For example, Rachel has to do PDW registration next year and she will have no idea what that looks like. So one of the ideas I had was just having an Excel sheet compiling the emails of the previous position holders for the last few years. I think it's like we've had a few issues where things have been left over, whether it is unpaid finances from last year or textbooks that hadn't been picked up from previous counselors or the Mint Cup prize, every position had things that were left over so I think just cleaning up and giving the next council a good turnover is important and something we should all think about in our roles. The second thing comes from a question Garrett had today at the forum about what he was planning on doing for improving diversity and how to make APSA council more diverse in the future. I think that's a tough question because you don't want to do lip service to any issue. One thing that CAPSI National does every year or every 2 years and something APSA could consider is strategic planning. So at the annual changeover meeting, we sit down and talk about what is important to our students, how do we improve, and how do we get to the goals. I think it is important in showing transparency and it actually gets to the root of the issues rather than say releasing a statement. I think it's just good for carrying over and because issues change over time so readdressing every few years would be important.
 - b. Jared - For the first half I think the Excel sheet would be awesome and would be really helpful but I think it'd be really difficult logistically for people who have prior positions to be happy to help because they get busy and move on so I think it might be a challenge. I am just



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wondering how would we go about including more diversity on general council when it's just elected positions, how do we go about doing that when everybody gets a fair shot if you apply?

- c. Ayush - It's not necessarily about it being fair and selective because that is fine, but more about what are we doing in our positions right now to elevate people who may be from diverse populations and for example giving them a shout out for the work they've done and I think that has a huge thing to do with it. I don't think we often recognize it, but just messaging somebody and telling them hey, you've done a really good job with this and it might motivate them to step up and give them some self-confidence or confidence that they would succeed in that role.
- d. Navjot - People who have been our predecessors, I know Jared said that it might be difficult but I think there is merit to reaching out to whoever was there before us to see if they are okay with having their email being shared. I know Marvin and I left behind for anybody who snoops through our transition package that they are more than welcome to shoot us an email at any time in the future. I think asking if they're okay with that if we are creating those Excel sheets and then also think they should be brought up again at General Council meetings for all the other positions. I also think strategic planning is a great idea because it lets people know that APSA recognizes that we need a more diverse council and it is something that we see and how we go about it could be very different. It could be challenging but I do like what you said in terms of recognizing potential classmates and peers and letting them know that they've done a fantastic job and that they'd be a great fit and trying to encourage them to apply because I think it is hard to apply to something where from an outside doesn't look like you fit or historically someone like you has never been in that role.
- e. Megan - I can do the Excel sheet, that is all knowledge that we have on the APSA Google Drive so it doesn't take that much time to figure out and I know where all those documents are. I think it's fine if we reach out but also if we can't get a hold of people that information is on the Google Drive anyways for all of APSA council to go through so it's not like we are pulling emails from things we would only have access to. The next thing I was going to say is I also think strategic planning would be a really good idea for all the other reasons that were said before. To answer what Jared said, and Leah please add to this, but pretty much at Amy Oliver, Anthony asked a very similar question and she pretty much said you want to look at what you're doing to elevate those people and also you want to look at what your general student body is and how that breaks down and then compare that to what your council is composed so. She said if you have 50% women you want your council to be 50% women essentially, but there is nothing that you can do for the actual election but just elevating those people to feel comfortable running for those positions.
- f. Anthony - I would be okay just pooling all the past councilors onto the Excel sheet, maybe I'm wrong or people disagree but I'd be okay just putting it together because that is public knowledge and anyone can access that so maybe we don't necessarily need to contact people to see if they're okay with us pulling their information onto a sheet. We don't necessarily encourage people to reach out but we can suggest that if you need more guidance that you can try to reach out to a past councilor. If the past councilor doesn't want to be involved or doesn't want to participate then they just won't respond or they will respond saying that they've moved on.
- g. Leah - I was just going to say that maybe the strategic planning could be incorporated into the summer retreat when we're trying to start the year off and figuring out where we want to go. You have new council and things like that and that would be kind of a good spot that I



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see it maybe falling into. To add on to the diversifying I think it also is not just about diversifying who is elected but also I think we can all diversify a little bit ourselves, our attitudes and our thoughts, and how we are looking at things and APSA. I was just thinking of an example of this today, I announced the next Mint Cup MVP and I noticed that the past 2 Mint Cup MVPs are both white males. Tyler and Garret are both fantastic but I was wondering if that makes it seem to people who are participating in the Mint Cup who are women or a person of color if they will ever be the MVP. I emailed Kit and I noticed that the next two runners up for the MVP were women, so even though Kit hasn't sponsored a prize for them, I was thinking about sending them out a little prize to encourage female participation in the Mint Cup because I don't want people to get the wrong idea. So I think that is something that being on APSA council has opened my mind to how we portray ourselves as council. So I think that is something we can keep in mind and it goes back to elevating people so are we reaching out to a certain population? Are we reaching out to everyone? I would just say to keep that in mind when you're looking for people who are going to be coming into your position.

- h. Anthony - Those are really good points. I will just add something that Amy Oliver touched on, it's a known fact that there is so much implicit bias and implicit stereotypes based on how society is structured and that is going to take years of change but the first step is recognizing that. When it comes to APSA council she mentioned that yes they are elected positions and everyone has an equal right to run but is that really true? Is there equal access to these positions? Is there some sort of hindrance implicitly or explicitly that exists? Our student body is made up of I think 70% female so that means there should be 70% female on APSA council and if that's not the case why is that? That's where the strategic planning would come and benefit us because it would look at what kind of barriers exist? Is their language involved? Is there a history of this type of person being in this role for the last 5 years so I could never succeed in that role? So it's just being aware of these things and then slowly trying to tackle it. I think it is a great idea and whether that would be at the summer retreat or AGM that could be up for discussion but I think it would lead to some eventual changes, it wouldn't be immediate but making an impact year after year. It also keeps APSA accountable to its members and others. I think both of the last two points brought up are really important to bring forward to General Council and just to have that in the back of people's minds as they start to think about reaching out to others to take over the roles.
- i. Ayush - I'll just add that at CPhA what happened is CAPSI actually brought in an external body, all of the National Council was in the room and they actually went through the strategic planning session with the president and everyone else and so they had Mentee questions asking what CAPSI means to you, what do you think it means to students, etc. So if you need contacts I can imagine it might be worthwhile looking into bringing somebody external that can help do this because it might be out of our scope.
- j. Anthony - I think we would have to for sure have to bring someone in. I was a part of RxA's strategic planning as well in the summer and it was the same thing, an external person and they have a very methodical process about the types of questions they ask, and it gets you thinking about where we want to see ourselves in 5 years. So I'm sure they'd be able to tailor it to us instead of more a business focus like RxA.
- k. Navjot - I know that you said we would visit this later as to when we do the strategic planning but if we don't do it at the AGM I think we at least need to leave behind the thoughts that we have or things that we foresee just so that there is more food for thought for the incoming council instead of just something for them to do.
- l. Anthony - I think we owe it to them to give some context instead of just telling them to do a



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strategic planning session at the summer retreat so we should definitely tell them the basis for it.

8. Additions to the Agenda

a. Black-Listing Events - Navjot (5 min)

1. Navot - I just wanted to bring up when it comes to blacklisting events, I know most events that have been social events have required signups. From an outside perspective it sounds like you have been able to keep track of those who say they're going vs. those who actually come out and participate. I know for some of the events that I've held so far, I very much rely on people's actual RSVP and so what I do during the actual event is I'll keep track of who actually showed up and I will cross reference. Something that was brought up after the second RAR session is that we didn't quite hit the target based off of what Facebook had and we do have some people who are RSVPing and then not showing up. I know that sometimes I go into those sessions and I give the presenter a bit of a heads up about how many students will be there and so it looks bad when I say 40 students and only 26 show up. I just wanted to get what everyone else thought in terms of this approach. So for background context, the 1st years have been fantastic at RSVPing. I've had a few students who've also messaged me ahead of time saying something came up and they can't make it and I think that's a fantastic approach to just keep me in the loop. In terms of what I'm thinking my approach would be is probably drafting something together and having class reps post to their Facebook pages reminding students of RSVPing but I wanted to gauge any other thoughts or concerns anyone else had.
2. Anthony - I think a gentle reminder is a great idea, I know this was a problem last year and I'm sure it will continue to be a problem determining when do we blacklist, how do we properly do that, and what kind of consequences are there? I think online adds a different dynamic as well that we need to keep in mind.
3. Eliana - Have you tried reaching out to the students who have RSVP'd and didn't show up? Just kind of asking them why they didn't? Kind of a gentle reminder that if you change your mind or you can't make it please let me know so that I can let our hosts know that we're actually expecting this number of students. Have you tried that?
4. Navjot - It's a good question. I think last semester it wasn't that big of a difference, it was always only one or two students. The most notable difference was with the second RAR session, so I didn't do anything yet but I certainly can.
5. Ayush - I was going to add that given the online environment I think it is important to have empathy and to understand that things can happen last minute or somebody isn't feeling well or they're feeling burnt out. I don't think we should necessarily punish or do anything like that but something I suggested to Jadin last year was that at orientation we could have incoming students sign something like a professionalism agreement. I don't know if that maybe is too extreme but at least that way, especially if we're in person, then you have the evidence showing that the individuals agree to act in a way that is professional because that's the biggest thing when we're bringing in somebody external and people don't show up. So I think that is something to consider depending on who takes over for your role.
6. Navjot - I did take that into consideration from what you had suggested last year. I feel like this year with the presentation that I did at orientation, I did have a statement saying acknowledging that you've been here in attendance and my expectation is that you are aware of all of these, which is why I think the 1st years



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have been very good, I haven't had a single first year that has been a problem, it is mainly the upper years. I think that probably speaks to the difference in the orientation and not having a statement or sign off but I'll pass it along in case things do go back in person and so something more concrete might be better.

7. Anthony - I think also recognizing that when you're starting the program you're in your first year, especially at orientation, you want to soak everything up so it would be very easy to just sign a professionalism agreement and tell yourself you're going to stay true to it but come 2nd and 3rd year where I think is where we see more of the issues, it would be harder to use that they signed a form three years ago and should be expected to uphold it. You would hope as people progress throughout the program, they start to recognize the things they can commit to and the things they can't commit to and they start to shape their own professional identity and hopefully that punitive aspect shouldn't have to be there.
8. Leah - I was just going to say with the form an issue would be that everyone at orientation isn't necessarily going to be an APSA member so if we get them all to sign this form that is really meant for APSA that maybe isn't the best route to go down. I think we could possibly include it in a membership package for APSA because that is really when we would be blacklisting people is APSA events. I don't know if that would be the best route, especially if we're like recognizing burnout. I think a lot of the 2nd and 3rd years are feeling the burnout and discouragement so I think less holding them to this form they signed and more of a gentle reminder of what professionalism is and also being professional and understanding that if you are having a hard time and can't make your commitments then there is resources, such as reaching out to us. I think especially now that this is the second semester of the pandemic online classes, I wouldn't be surprised if it gets worse with people dropping out last minute and things like that, I really am thinking we will probably see a lot of students struggle this semester as we get closer to summer with restriction being pretty tough right now. Maybe a professionalism reminder from Navjot and a wellness reminder from Eliana as a combined message would be a good approach to get through to students as an idea.
9. Navjot - I think that makes a lot of sense. I guess the other thing that I was thinking about was we all do the pledge of professionalism at White Coat and the professionalism talk I do I draw on ACP, the faculty, and APSA professionalism policies so it's not things that are wishy washy. I do think the gentle reminder approach is probably the best.
10. Anthony - I would agree and then if you notice it becoming more of a problem for individuals specifically you could then reach out to them and try to get their take on it and what is going on. If there are multiple people that's a bunch of added work but probably a friendly reminder would be good.
11. Navjot - Sounds good, thank you all.

9. Adjournment (14:39)

a. First: Garrett Second: Ayush