



2019 APSA Summer Summer Retreat  
August 10th, 2019 (9:00-1415)  
**ECHA 1-190**

1. Call to order (09:15)
2. Roll call (2 min) - Scott, Jes, Colleen, Maddy, Jadin, Sana, Anna, Sam, Hanna, Michael, Steven, Nils, Gurpal, Matthew, Emma, Anthony, Ayush, Eliana, Shemanti, Navjot, Nicole, Dana, Angela, Jenn, Kristil, Ryan, Savanpreet
  - a. Regrets: Mina, Kurt, Danial
3. Additions to the agenda (1 min)

**Motion:** To approve the agenda  
2 additions to the agenda. First: Jadin. Second: Matthew. Motion Carries.
4. Review last meeting's minutes (1 min)

**Motion:** To approve the previous Council Meeting Minutes  
First: Emma. Second: Anthony. Motion Carries.

Old Business

5. Team Bonding/Icebreaker (35 Minutes) - Scott Dyer
  - a. Thank you for coming! Let's start with some fun by doing table topics with Nils as Toastmaster.
6. Housekeeping (35 minutes) - Scott
  - a. Introduction
    1. Roles come with responsibilities. How you handle those responsibilities reflects on peers, faculty, and public so keep that in mind. Your role is a duty, not just a list of things to do. For example, VP Social plans many events, but that's not the duty. The essence of the position is to create a social environment to develop networks and friends and help mental health. So take a look at your bullet points and decide if you want to adjust, add, or get rid of to make your position the best it can be. Trust yourself and your judgement. There is a group of us for a reason to talk to and bounce ideas off.
    2. My duty is to support you and help you be successful in your duty, and be the face that voices and represents concerns from you or APSA in the future. You will have overlapping roles that I won't be an expert in, but I can bring people in to help each other out.
    3. This is our APSA now, so we get to decide what APSA is, don't be afraid to change things or keep them the same.
  - b. Roberts Rules
    1. Jes - This is a document that is often used for how meetings go - how to pass a motion, what in camera means, and so on. We will post this document to the page and everyone should read it. If in meetings you don't know what something means, just ask.
    2. Jes - It helps make sure we are doing things by the books and helps hold us accountable to members and the SU. Myself, Scott, and Ryan are or will be well versed in these rules. Our constitution is probably the first place to look for if you are allowed to do something, and then Roberts Rules. For example, this lays out how motions are laid out and passed or not passed so use your own voice and vote how you think you should.
      1. In camera means anybody not a councillor of APSA (including officers) needs to leave the room and we stop taking meeting minutes. Everything



2019 APSA Summer Summer Retreat  
August 10th, 2019 (9:00-1415)  
**ECHA 1-190**

said in the room will not leave that room. It happens with things of sensitive or confidential information. Everyone in the room is agreeing to that confidentiality. It requires a motion to move in camera and a motion to move back out of camera when everyone can re-enter the room and taking minutes resumes.

2. It is better to over motion than under motion if you're not sure.
3. BIRT is shorthand for "be it resolved that"

c. [Google drive](#)

1. The Google drive should be added to your drive so I will show you how to find it. It is on Facebook on the APSA Councillor's and Officers page on the side with the description. Click on the link and then you should be able to find it from there. Myself or Colleen can help you if you need. There are useful things in there

d. [Councillor's Guide](#)

1. There are a lot of useful things in here such as getting reimbursed for spent money and if you need to write a letter so take a look.

e. [APSA Calendar](#)

1. Add it if you haven't already. Many events haven't been put in stone but soon we can start scheduling events and going from there. This holds all the APSA events.
2. Colleen - if you are planning an event, email me the date and time so I can add it to the calendar so other people know that that time is taken for the event. When you have the room you want, email me that and maybe a list of other options so I can submit that and then send you the confirmation when I receive it.
3. Calendar is located on myapsa.ca and you just need to add the plus at the bottom to add it to yours.
4. The constitution will also be on the website soon. It is now on the Google Drive but that one is a fluid document for suggestions throughout the year that will be approved later. The document as it stands is what we will follow for the year until suggestions are approved at the AGM. If you have suggestions, contact Scott.

f. [BearsDen](#)

1. Applies mostly to social committee (Nils, social reps, sports reps). There is an event organizer training that needs to be taken. You need to submit everything to BearsDen - anything that is on campus, that faculty will be invited to, or an official APSA event really needs to be on there. The training is good for 2 years. There is one August 20th but there will be more coming up. You need 2 people on the list for events that aren't drinking.
2. Jes - social reps, VP social, sports reps have to have it. Beneficial for class reps and other VPs but not mandatory. Find a friend who can do it at the same time. VP social for sure get it august 20th or the next one.
3. Scott - should be submitting bake sales and t shirt sales for grad or similar things.
4. Jes - if you don't have the training and you're planning an event, you can get someone who does have it to submit it to bearsden

g. [Office hours](#)

1. Jes - everyone who is a councillor, Colleen will have a list of who is required, needs to do office hours. We have done a bi-weekly schedule for people so I think that's the best way to go about it as it worked well last year. Traditionally, VPs have served office hours, but there are so many people who could do it and VPs had a hard time committing to it with their roles and meetings so it was a discussion to take them out of office hour times. I just wanted to get everyone's opinion on that. We could talk



2019 APSA Summer Summer Retreat  
August 10th, 2019 (9:00-1415)  
**ECHA 1-190**

- about it or think about it and come back to it.
2. Scott - I think I would agree because most people are just there to pick stuff up and anyone can really do that.
  3. Jes - usually hours before class, at lunch, and after class (but not after class Friday. Typically VP Admin would post times available to sign up for and first come first serve on a google doc excel sheet with two people per block who alternate weeks. Last year, you would get a calendar invite when you need to be there.
  4. Colleen - I was going to keep it similar, I just wanted to wait for class schedules to come out to start the process.
  5. Jes - respect people and members enough to show up when you are supposed to be there so we don't need to be checking in on office hours. If you have to cancel your hours, let Colleen and Scott know a day in advance. Things come up, but you need to tell someone just like at a job. If you aren't showing up APSA council has the option to take you out of your position. That's extreme and I hope it doesn't come to that, but just so you know that is possible. You can swap hours with people, but again let Colleen and Scott know.
  6. Scott - there's a spot that says not to make the office a social space, but I think that it is okay to have it as that to study or whatever is going on and make people want to come by there. If it becomes a problem, we can revisit this but I'm fine with making it a great space to be.
  7. Jes - whoever is the councillor in there, just know you are responsible for what is in there so just be aware of surroundings so things don't go missing.
  8. Scott- we can use the locked cabinet as needed
  9. Nils - I think that's great, but in the first year the first couple of weeks could be intimidating, so make sure you are very welcoming when people show up especially if there's a lot of older students.
  10. Scott - for sure, remember business comes first.
  11. Jes - just be sure to keep the door open when you're in there so it is one less deterrent for people coming in when you have office hours.
- h. APSA Office and Storage Room
1. Is just around the corner from the office. We share it with the Dent-shine group - don't take their things. There's a tote of pharmacy things that we could use for random draw awards and such. The key is in the office, ask about it if you want to know and see it.
- i. Professionalism
1. I don't have any concerns with this group so I'm not worried.
  2. Jes - just regarding social media, you are representing students and APSA so be professional on social media and make sure you are representing APSA on social media - tag APSA and such so please have fun that way. Remember there are two sides to everything and you can be fun and professional.
  3. Nils - did we decide who was doing APSA social media this year? I think it was supposed to be me.
  4. Jes - it previously fell under VP social because that's who started it. Jen asked other people to take it over because she wasn't comfortable with it so it can get passed on - for example John did it last year. It is good to know who to contact in case people want to plug something on social media but it isn't on anyone's portfolio specific. Kristil?
  5. Kristil - Yeah I could do that.



2019 APSA Summer Summer Retreat  
August 10th, 2019 (9:00-1415)  
**ECHA 1-190**

6. Angela - I have used it to plug PAM so I wouldn't have a problem helping just as long as we get notifications on time.
7. Scott - okay so we will further the discussion after but we will come back to this.

#### New Business

7. Approval of Faculty Committee Assignments (2 minutes) - Scott
  - a. Assessment (2x) – Lisa Zhang, Jenn Young
  - b. Faculty/Staff Awards Committee (1x) - Jadin Chahade
  - c. International (1x) – Angela Micovic
  - d. Undergraduate Admissions Committee (2x) – Scott Dyer, Jadin Chahade, Jesse Wowk
  - e. Research Day (1x) – Jes Buhler
  - f. Curriculum Committee (Y1, Y2, Y3) - 1st Year Class Rep (TBD), Navjot Singh, Kurt Weckesser, Jadin Chahade
  - g. Appeals Committee (1x) – Jadin Chahade
  - h. APSA Council Faculty Rep (1x) - Ravina Sanghera (Currently Ken Cor and Dr. Ussher until Dr. Sanghera is feeling up to resuming duties)
  - i. PharmD Implementation (2x) - Morgan Belsek, Ayush Chadha

**Motion:** to approve these members to these positions.

First Guralp. Second Jadin. All in favour. None opposed. Motion carries.

8. Financial Negotiations (20 Minutes) - Scott and Michael Lu
  - a. Michael - Jes and Preston started negotiations last year for the MMF. It wasn't approved last year until well into the school year. We are still working on making next years approved. The MMF is money faculty gives APSA from our tuition to fund some events.
  - b. Jes - MMF is market modifier fund that is paid in tuition. We don't get the full MMF from the faculty, it goes to maintenance as well. We get money from this and from APSA generating money. That overall money is what we budget with. The money we make from memberships and lockers we generally don't need to worry about. The MMF is a big part of our budget and it is never set in stone but the faculty needs to sign an MOU (memorandum of understanding) to give money
  - c. Emma - the only reason MMF is allowed by the government because some of it needs to go to students, but it could be anything that could benefit students like money for PBLs.
  - d. Michael - I sent an email to everyone asking what they would be spending money on so we could start budgeting so we could bring it to faculty so they could decide what they would contribute to. If you could reply soon so that we can get those negotiations going.
  - e. Jes - any emails about finances or booking a space include Michael and maybe Scott to keep them in the loop. If you have questions about budget, have a sit down with Michael and he can explain, or on where the money is coming from.
  - f. Michael - you don't always have to follow what your predecessor did, so if you want to implement something you can propose it and we can negotiate on your behalf to try and get faculty support or we may be able to pull money from other places to help. We can always rearrange money to improve the budget to better suit everyone.
  - g. Scott - we want to optimize what we get out of MMF. We want to spend what the faculty has allocated on the things we are sure we are going to be doing.
  - h. Michael - if you propose \$1000 on an event and the faculty approves, spend that full amount because any leftover money can't be put elsewhere so when submitting a budget, try and get



2019 APSA Summer Summer Retreat  
August 10th, 2019 (9:00-1415)  
**ECHA 1-190**

- as close as you can to what you will actually spend.
- i. Scott - if you are spending more than 100-200 dollars, have a sit down with me or Michael and we can tell you who to thank and such.
  - j. Nils - If I give you more events, will the faculty give more money?
  - k. Michael - we can negotiate for you, but the faculty can pick and choose what they fund. We will make a proposal based on the faculty getting cuts as well so we don't want to propose too much with that knowledge.
  - l. Jes - last year we took about a 10% budget cut so we are taking that forward this year as a show of good faith that we know that they are getting cut as well. They don't have to give us anything so we want to show that we realize they have had cuts. They will approve how much money they will contribute and then we will decide how it is allocated and then show the faculty where all the money is going and then they will approve that. We are hoping we'll have a flex budget that we can propose new events as they come up for faculty support to have some leeway so less money is wasted.
  - m. Scott - if we had \$1000 for career night, we want exact number for room bookings and such based on last year then we can show it to faculty to explain where all that money is going. We can improve on showing where every penny is going.
  - n. Michael - it is better to be transparent and show exactly where the money is going if they are going to sponsor it.
9. Budget (20 minutes) - Michael
- a. Some things that are changing - we won't do etransfers anymore. I know there are standing requests from last year and we will honour those. But we got audited from SU and from splitting it up with cheques and etransfers, it is difficult to go through the audit. To reimburse, we need 2 people to sign a cheque - me and Scott - but that isn't the case with etransfers. Sometimes we get reimbursements too late and we run a deficit. For example Movember the past few years, we write a cheque to the foundation and then we get reimbursements from people two months later.
  - b. Jes - For example, someone pays for decorations and we give a donation to Movember of the surplus. But if the receipt for decorations isn't submitted on time, the money is gone to Movember and APSA still needs to reimburse the person so we lose that money. Please you should be submitting receipts within a week or maybe a month.
  - c. Michael - You should be submitting within 7 days of purchase and I'll get you the cheque the following week (within 7 days). If you need longer, just email me why. There is a google form that takes less than a minute and it's easy so it really shouldn't take longer than 7 days.
  - d. Jes - committee heads are in charge of ensuring people on the committee submit receipts on time. This way Michael just has to contact committee head, not everyone.
  - e. Michael - it will be simple, cheques will be in the APSA office for you to pick up.

Break (15 minutes) (1045)

Back to Order 11:00

10. RxA Donations (5 minutes) - Scott
- a. Money comes from APSA membership, faculty, and external sponsors via RxA. \$18500 came from RxA and on top of that, they are going to start doing backpacks.
  - b. Jes we get \$30000 roughly from MMF just to put this in perspective that RxA is giving this out of the goodness of their heart.
  - c. Scott - so just send thank you notes and show gratitude for what we get from them - for example Nils will get money for t shirts. Jody is lovely so email me when you need that money, and I will introduce the two of you via email and request money from her.





2019 APSA Summer Summer Retreat  
August 10th, 2019 (9:00-1415)  
**ECHA 1-190**

- d. Jes - anyone involved with this money, Scott will email the spreadsheet of what RxA contributes to so you know that's where it's coming from. One way to support them back is to be a member which is free to students. They really want to engage with students because they want to keep them involved from students into the profession and not lose them in that transition. They will throw events to meet us and they want to be involved with you guys.
  - e. S - we have 90+% APSA membership, so let's imagine the kind of pull we would have if RxA had that kind of membership.
11. VP Academic Plans (20 minutes) - Jadin Chahade
- a. My goal for this year is to play into what everyone is committed to. Kristen had a panel of students to talk about research. I think we have a lot of people passionate about things that would be good to get them talking about it to inspire other people. Dana loves her job with Mint Health and Drugs and Nils got me in contact with Dr. Ussher. I want to get faculty involved too such as Terri Charrois to talk about where she got where she is now and that way we can start to see what we can do in our future by seeing the many ways you could go with your degree.
  - b. Journal club is really exciting. I'm going to be advocating for it and have a segment in PQ+ and we will have a highlight every month of what's coming up. I started a google drive so the critiques will be there and all the information can go there so the work doesn't get lost and others can use it.
  - c. Jes - anyone potentially doing the bridging program, you have to do Journal presentation in that so if you go to Journal club before that it will be really beneficial.
  - d. Jadin - we are also going to get a PharmD presentation on how to present a case
  - e. Emma - there's a good resource on how to give a good journal presentation that's easy to read that I can email to you so it can be used as an outline.
  - f. Jes - or even if one journal club topic is how to present a paper so it is less intimidating.
  - g. Jadin - no one is supposed to be good at it and this is how we learn. People could always present your patient case from second year rotation as well.
12. First Year Orientation (20 minutes) - Nils Moser
- a. We pushed back the start time for the first years, coming for 0900 and presentation starts at 0930. We will have volunteers welcoming them and signing them and move into MSB 2-31 because that's the first year home base. There's a gap between students coming in and when I start talking so i want to have a quiz available with a URL to do a simple pick a or b and then show them the result to show them what their class is like so if someone can help me make it that would be great
  - b. Anthony - the faculty did that for us the following day so maybe discuss with them so questions are different.
  - c. Emma - just be careful with the type of quiz you use - a Google Form so people don't have to pay for it.
  - d. Nils - perfect thanks for that. Then we'll do welcome and intros for an hour, introduce APSA. I was really overwhelmed with acronyms on day one so I will focus on APSA, RxA, ACP, CAPSI and try and keep it minimal for the first day for them.
  - e. Scott - who would you like there?
  - f. Nils - I invited the people I thought should be there, executive council, Mina, photographers
  - g. Jes - we found the more bodies the better so there are people for things that need to be improvised.
  - h. Nils - I'm at about 60 people right now and there will be an afternoon part anyone can come to and mingle. Shirts are ordered, they should arrive 3 days beforehand. Icebreaker will be people bingo like in my first year to get people moving and talking with maybe a small gift for



2019 APSA Summer Summer Retreat  
August 10th, 2019 (9:00-1415)  
**ECHA 1-190**

the winner. There will be a Scotiabank presentation - Sam?

- i. Sam - yes I just need to confirm dates and times with them. They are really easygoing.
- j. Nils - I will get you the information for that. Next will be professionalism and wellness. I talked to Ravina and she wanted to improve on it. She felt it was previously mostly focused on what not to wear and now we are going to try to be more holistic. Jadin and Kristil we will talk and make sure we are all on the same page for presenting it. Then is time for upcoming events. I'm on the fence about giving that window to RxA to come in and push memberships to new students and we can talk about backpacks.
- k. Ayush - I'm confused about backpacks because CAPSI is ordering them too
- l. Jes - I think Jenn is aware we are switching to RxA backpacks.
- m. Scott - we are taking CAPSI backpacks for second years
- n. Jes - yes and RxA is taking over first years and then we will only take RxA from there for first years and we have more say in where it is
- o. Nils - After that is the class photo in ECHA third floor then BBQ Lunch - still trying to book space by the magic tree between hospital and med sci so working to organize as quickly as possible. Need lots of volunteers there.
- p. Nils - From feedback from 2022 and 2021, you get to know your orientation group well but not others. So I want to do speed-friending in rooms from ECHA with the first years and any other older students and maybe faculty can join and have 10 minutes to talk to someone and then rotate. Get more communication going. Lots of people can be involved in this.
- q. Steven - we had the faculty reception in our year but last year they didn't so I'm assuming that won't happen again?
- r. Jes - that used to be covered by MMF but rent was increased and it isn't worth it so now they have been doing the ones by Tims and such.
- s. Steven - I think that's is good to have different years present to start building those relationships.
- t. Nils - great i'm still brainstorming.
- u. Jes- you could get them in smaller groups with a conversation started with common ground so conversation isn't as forced.
- v. Colleen - I've worked with kids in rec for a long time so I have lots of ways to split of groups so we can chat
- w. Nils - great! We will talk. I'm going to have 10 orientation groups to start teams for the house cup, that I'll talk about later, because there will be ten house cup teams and orientation leaders for that group will be in that team too. So team activities take place in different areas - PBLs, Katz atrium, skills lab.
- x. Emma - in splitting orientation groups, I remember talking to Rae that had set it up because they go into toastmasters and other groups so they mixed it up a bit.
- y. Nils - they didn't do that last year, it was completely random.
- z. Jes- I think it's great to split it up that way and you meet more people.
- aa. Nils - I should check with them to make sure it is okay but yes. Activities will be going through areas and do simple team bonding activities with 20-30 minutes to complete.
- bb. Jes - In previous years, we've sold memberships at orientation. So Ryan if the website is set up to buy them (Ryan - yes) so in previous years we've said if you sign up before orientation then those names go in a draw for a prize to start memberships. Had you planned on that? And also if on the day you have someone with the square reader to get them signed up right there.
- cc. Nils - I agree, that's a good idea.
- dd. Navjot - I was going to post on their page on how to do that. Do you know who approves them on APSA members corner?



2019 APSA Summer Summer Retreat  
August 10th, 2019 (9:00-1415)  
**ECHA 1-190**

- ee. Jes - Ryan has access to that so we just need a class list and highlight who has paid, and then Colleen checks that list and approves them
  - ff. Scott - will RxA memberships be part of this
  - gg. Nils - Yes we can have a prepopulated form that they just have to enter name and email and they can get signed up to get the RxA backpack. We will have it at sign in and at the BBQ. and we will push the difference between APSA and RxA so they understand. Last is student social at The Writer's Room where Devaney's used to be. I met with the owner and he gave us the space for free so if we can get this relationship going I think it will be good for future events. How do I go about ordering appetizers for people who helped?
  - hh. Jes - That's a conversation with Michael and then we may just need a motion for that spending.
  - ii. Nils - Great. So that's how it'll be and I'll try and keep it as short and interactive as possible. We have the 2022s that i'm delegating what they are doing for orientations and then help with the activities that will be the first House Cup activity. Just wanted to give you the info and I'm still working on it. People from exec will be floating wherever needed.
  - jj. Jes - huge shoutout to Nils because this is a huge event and it looks great so thank you!
13. PCF Update (5 minutes) - Hanna Kennedy on behalf of Lawrence
- a. PCF is pharmacy christian fellowship. There is a lot up in the air and he wants to be transparent in APSA. He heard some people weren't in support of the lunch and learn last year. Julian and Dylan think it would be ideal to start a mailing list with practicing pharmacists who are Christian who could come talk every two months to connect alumni to students and the people he's talked to are excited to speak. He also talked to the medical Christian group and wants to do more interdisciplinary things this year. Also Dr. Mayo, Sadowski, and Bertholet are willing to help however they can.
  - b. Jes - PCF is a group under APSA. We started that and we are still working on how to get them funding when student groups under APSA are formed. So just throwing that out so people know that you can do that. We have rock climbing and PCF and it can be anything as long as APSA council thinks it's a recognizable and appropriate group. Tell APSA members.
  - c. Jadin - is there a document on how to do that?
  - d. Jes - yes. It goes through Colleen and then council approves it. It is in the google drive.

Break - Lunch (65 minutes) (1150)

Group Photo

Back to Order 1255

14. The House Cup (20 minutes) - Nils
- a. I need help encouraging people to go for it because once events start i think it'll be a blast, but get going might be tough. I Looked into a trophy and I want to do cash prize or party for winning. Ten teams compete, goal is friendly competition, mingling between years, and connecting with each other just like I've done for trivia night. Each team is a colour, I'll appoint a leader to each to encourage participation. Can use spicy ramen challenge to give points and other events like that and it'll maybe up involvement in those events. 10 people in my class have stepped up to lead. I want about 20 challenges, some small - trivia, spicy ramen - and some big - scavenger hunt. Maybe include run for the cure as one point to everyone who goes. I'm still working on how to count points.
  - b. Jes - You could give points for joining intramurals
  - c. Nils - Yeah, I think everything can tie into this and make it all inclusive. Ryan said we might be able to get live updated scores on the website. One challenge I've had is separating teams. I





2019 APSA Summer Summer Retreat  
August 10th, 2019 (9:00-1415)  
**ECHA 1-190**

- did my class with a random generator and I don't know if it'll work because looking at that I could see some groups with people who were really involved and participate in events and some groups have none. Full random might not be the way, I think it's fine for first years coming in but now knowing people in your class it wouldn't work.
- d. Jes - You could randomize those who want to participate, and then if people sign up later then assign them to a team. That could be easiest for you and get participation by saying you can get points for anything.
  - e. Nils - that could work. I could definitely try that and see how many people sign up. If you have any events throughout the year let me know so we can add that.
  - f. Emma - have you brainstormed ways to get fourth years involved? A lot of people would be interested but they're off campus.
  - g. Nils - I want to make sure everyone is included, so if they're in Edmonton and there's an event they can come and be involved but I'd like to brainstorm that and maybe do electronic events to improve participation.
  - h. Jes - how are you rolling it out to explain?
  - i. Nils - feature in PQ+, I think have an idea of what it will be.
  - j. Jes - I'm thinking a class announcement and 4th year class reps to plug it on facebook. In person would probably be easiest, make a rap or something.
  - k. Nils - if it takes a bit of time to come on, I could post on APSA and go around to classes.
  - l. Sam - you can get social reps to push it on class pages too.
  - m. Nils - if there is a class specific event, you could let me know and we could try and work that out too for points
  - n. Anthony - is it ten teams per class?
  - o. Nils - it's ten teams total across all classes, with classes intermixed to encourage interclass participation. Certain events can be done so that you don't have to do it in your team and then if you win, multiple teams could get points for that event (like trivia). The summer olympics is an event I'm working on for it and is hopefully tied into welcome back BBQ - a day event with ten stations of games and team building to have fun and do something like a challenge and every team does them all to get team spirit going. Looking at rundle park where run for the cure was last year, just need somewhere to accommodate a lot of people. I'm thinking the Saturday after school starts
  - p. Jes - a lot of times that's when saving second base is
  - q. Maddy - we are planning it for the weekend after that. We are looking at welcome back BBQ the first week though.
  - r. Scott - do we have sponsors for that?
  - s. Maddy - no
  - t. Scott - so maybe this takes over that
  - u. Nils - yeah we could combine and push it to a weekend, and I want to work with Michael to figure out money for the event.
  - v. Maddy - so we have a pending reservation for Garneau court, should I cancel it?
  - w. Nils - i don't think it hurts to keep it
15. CAPSI Events (15 minutes) - Jenn Young and Ayush Chadha
- a. Ayush - First I just want to mention PXP which is a conference we went to and Alberta has a very strong presence on CAPSI council and internationally and we want to advertise that to the faculty that we are worth investing in because of that.
    1. Jes - we have 5 reps on CAPSI from AB, usually schools are lucky if they have 1 or 2
  - b. Run for the Cure
    1. Ayush - Try and sign up and come out, but goal is \$25 000 and we reached \$1 000



2019 APSA Summer Summer Retreat  
August 10th, 2019 (9:00-1415)  
**ECHA 1-190**

- already and last year at this time we didn't have a page yet. I'm looking for bottle donations from you or restaurants, send me a message so I can collect them.
2. Jes - they are usually good for picking up bottles. I can give you 7.
  3. Ayush - we tried neighbourhood bottle drive last year but that was hard to coordinate. We are also looking at sponsors like the escape room, a coffee shop,(transcend isn't working right now so we are looking at others). If you've signed up already, fill out the form for t shirts so we can order and design.
  4. Jenn - if we reach \$25 000 this year, we push over \$100 000 total as our time as a team and that's a huge accomplishment so if we reach that this year that would be amazing.
  5. Ayush - there's competition between pharmacy teams and we beat them by \$12 000 every year so let's keep that going.
- c. Saving Second Base
1. Jenn - we've talked with sports rep and we've talked about it today.
  2. Maddy - We are planning for September 21 and trying to get it at Corbett field because easier and closer to get to. Just trying to get paperwork done and hoping to borrow equipment from school. Planning from 9am-4pm.
  3. Jenn - okay, let me know when that paperwork is done so I can work with Nils on Breast Fundraiser Ever
  4. Maddy - I will do that
- d. PAM Promotional Video
1. Ayush - Last year we got alumni, students, faculty, and RxA involved and faculty thought that was valuable to contribute to. Anyone have theme ideas for this year? We are thinking of money raised goes to Diabetes Canada so we were wondering if we should target healthy lifestyle or other things
  2. Jes - I thought it'd be cool to see what Alberta pharmacy students are doing like how we fundraise for Movember and things like that. I think faculty would be on board. We could do across canada too or highlight specifically Alberta
  3. Ayush - if anyone knows videographers let me know to make it easier and start earlier and film throughout the year and show case at blue and gold
  4. Scott - do you want to set a timeline for finalizing your choice or keep it on the burner and everyone can keep thinking.
  5. Ayush - we'll maybe try and get it by September and then start with videographer finding.
  6. Sam - you can try approaching NAIT news casting/cameraman type programs because they might do videography just to get their name out.
16. Career Fair (2 minutes) - Gurpal Gill
- a. It's November 7th from 1-4pm. This year in Katz atrium instead of ECHA because it gets crowded there with the people who come out and students which makes it harder for everyone involved. Atrium will have better flow and more reserved for pharmacy students. It's on a Thursday instead of Friday this year because 4th years won't all be in Edmonton so usually it's been Friday to help with them. Talking to Brenda and Dallyce, they recommended Thursday because it works better for all years with schedules and such.
  - b. Jes - from fourth year standpoint, not that they should be the priority, but they need it the most and show up and over 50% of them won't be in Edmonton during that block and preceptors probably won't let them have 2 days off. If somehow we could get fourth years to give resumes or information to someone else to give out so they aren't missing out.
  - c. Emma - I'll try and get the class out anyway for OSCE and PEBC prep so it's easier to take a



2019 APSA Summer Summer Retreat  
August 10th, 2019 (9:00-1415)  
**ECHA 1-190**

- full day for that.
- d. Gurpal - I did bring up that concern but they recommended Thursday.
  - e. Jes - maybe just get involved with the corporations and let them know it's happening and give corporation info to fourth years or vice versa so they have the information.
  - f. Gurpal - yeah I will try setting something up with that.
17. Fall Lunch and Learns (2 minutes) - Gurpal
- a. Planning for 2 - Shoppers Drug Mart and Medicine Shoppe. I'm bringing it up because I didn't want to take a sponsor from someone else. I asked them because of their ownership model and they've done them before. If you planned on reaching out to those sponsors let me know.
  - b. Jes - wasn't it just a specific Shoppers that sponsored the welcome back BBQ?
  - c. Sam - yes it was just the one on Whyte.
  - d. Jes - have we reached out to other Shoppers to see? Or multiple?
  - e. Sam - yeah I can do that.
  - f. Scott - if we're finding new sponsors, maybe include the summer olympics with them as well to get it together
  - g. Sam - yes
18. PharmDent Game (2 minutes) - Scott
- a. On behalf of Brayden male sports rep - was restarted 2 years ago with Preston. Lots of fun, over 200 people came out last year, lots of fun for players and watchers. Booked Saturday February 29 with bar night after because of issues with ice time availability and if the Bears and Pandas both make playoffs, it might get bumped to March but it'll be on the calendar, get excited!
  - b. Jes - previously it's been a Movember fundraiser, will we still be fundraising and it'll carry over to next year movember? Just to keep in mind and carry over the money to the next year
  - c. Maddy - we will work it out
  - d. Anthony - Travis from Movember reached out to Amy in April for testicular awareness so maybe we could move it to that instead?
  - e. Jes - so if all of you are in contact then we know where money from that event is going
19. Investors Group Workshop (5 minutes) - Sam Vos
- a. Rx factor - for sure from investors \$1000-2000 and want to do a lot of it as a prize with social media game - hashtagging or a quiz and I'll get Anthony in on this for brainstorming. Investors wants to be really involved in Rx factor and things through the year
  - b. Fourth year grad, they want to speak at so I want to connect with their grad co-chairs
  - c. Jes - I'll give you their contact
  - d. Sam - They also want a workshop geared toward fourth and third years, maybe a webinar on a Saturday so people can come in person or just via web with different experts for mortgage, investment, and such so focus on what to do once graduate and they will pay for it and set it up.
20. Mint Health and Drugs Sponsorship (3 minutes) - Sam
- a. Kit Poon wants to donate \$1000 for something that directly improves student pharmacy experience. His idea was to get student input on the lounge and give the winner \$100 and do that. I don't know if we want to use it for the lounge or for House Cup or with Kristil and Student Services. Or if other people have ideas for what to use it for, I can bring it forward to him and as long as it improves student life he'll approve it.
  - b. Jes - we already have money in our budget for the lounge, or we could put it to an event lots of people go to like Blue and Gold
  - c. Jadin - I know we had sponsors drop out for awards



2019 APSA Summer Summer Retreat  
August 10th, 2019 (9:00-1415)  
**ECHA 1-190**

- d. Sam - I think he wants something to benefit as many people as possible
  - e. Nils - so house cup might be best, name the trophy for Mint Health
  - f. Jes - yeah, maybe he can contribute to the prize and some events through the year, or welcome back BBQ. Unless people have things they want in the lounge.
  - g. Kristil - I didn't have any plans to add anything big to the lounge because there's a lack of funding for other things. We only really need regular maintenance for it
  - h. Sam - I just wanted to see if you had anything big from student services that it could go to
  - i. Kristil - if it goes to house cup that's fine, I'd need to think about it. There's some small things like lunch and learns and workshops that couldn't run last year that would be nice to have but I'm not sure if that's what Kit has in mind to spend it on. I would have use for the money but not one big thing.
  - j. Sam - great thanks, I'll bring the house cup idea to Kit.
21. Yearbook Alternate Advertising and Printing (20 Minutes) - Matthew Cusson
- a. As it stands for 2017-2018 yearbook we're operating at a loss due to limited sales because the company we print through, Friesons, is minimum 100 copies \$3200 and between sales and advertising, we are losing money. Lawrence (2020 yearbook editor) brought forward ideas. One was extending sales to all years as opposed to just 3rd and 4th may give more time to get interested in purchasing a yearbook. We would need to open a yearbook position for 2021s and 2022s already starting to put it together and working with PQ+. Other idea was moving to an online format because we can use other platforms for \$200 for a product and distribute it online so revenue from sales becomes straight profit. Class reps would have to talk to classes about their comfort for that about printing themselves or keeping it online. In negotiations with Friesons to make up for the deficit but he's keeping me updated. We might not be on the hook for the money at this point but not sure. I will email class reps in the next day or so to put out polls to classes about online distribution of yearbooks in future and asking them to push existing yearbooks to graduating class. They've extended pre order pricing to try and not lose money on this. How do people feel about extending yearbook committee to earlier years and elect 2021 and 2022 into the coming year?
  - b. Scott - are you thinking the first years who comes in will then have to do that for all 4 years?
  - c. Matthew - I was thinking the same person and then the committee around them could change
  - d. Jes - I think starting early is good because it's a huge task. For example my class didn't have one elected into that last year so this year someone had to take it on
  - e. Michael - wouldn't it be good to start in orientation when there's still a huge hype? I talked to Lawrence about it, and money has been lost - \$2000 on it. Possible for ad hoc committee for yearbook right from orientation?
  - f. Jes - You could put it with voting for class and social rep when they do that in September. Ad hoc committee for now and then add it to the constitution at this years AGM  
Matthew - that sounds great and then they can work with fourth years to get used to how it works
  - g. Jes- yeah it's time consuming to find photos and make it so late. Can do a motion at the first meeting in September for it and ad hoc for other years that don't have that in place.
22. 2021 Grad Committee (10 minutes) - Dana and Sana
- a. Orientation T-shirt sale
    - 1. First big event of the year. Wednesday 28th from 12-130 at lunchtime BBQ. Nils just let us know once we know where it's happening.
    - 2. Nils - most likely by tree
    - 3. Jes - just letting you know faculty gave shirts to first years last year and it hurt grad committee so reach out to faculty so there is less doubling up



2019 APSA Summer Summer Retreat

August 10th, 2019 (9:00-1415)

**ECHA 1-190**

4. Dana - We talked to Nikki and she said they tried to get them to hold off but they didn't hold off long. And we're looking at folders but still they're a little pricey. We want to know other events in first week so we can table.
5. Jes - we'll have apsa membership table but we can do that together
6. Scott - I'll probably be in charge of that
7. Dana - great we will be in contact
8. Dana - Navjot can you make an announcement for 2023 to bring cash to orientation because there will be t shirts and that we'll be tabling the first week of school?
9. Jes- they can bring cards too because we have a square reader and an account. We can set it up to the APSA account and then transfer to 2021 bank account
- b. Transfer of 2019 grad bank account to 2021s
  1. Dana - For Michael, the grad bank account is that we should inherit the 2019 one, so just wondering how that works?
  2. Michael - probably need to go see James and get them transferred
  3. Jes - just need to check with 2019 committee that the account is empty and then sign over signing authority, so Michael sets up meeting with grad committee and James
  4. Dana - does your etransfer info apply to grad?
  5. Michael - it's up to you for your account and but if APSA account is involved it will be cheque. When do you want account transferred? I won't be back until 3rd day of school
  6. Jes - Scott may be able to do it, he may need names and not signatures so talk to James for what he needs
  7. Scottt -APSA can probably cover upfront costs if needed
  8. Jes - I think that would be appropriate
23. Presidential Transition (10 minutes) - Jes
  - a. For Scott to become president, he has to pass a vote of confidence to say you are confident in his ability to lead so we have an open conversation. So he will leave the room and we will have that discussion
  - b. **Motion:** to move in to camera
    - First Ryan
      1. **Motion:** to move out of camera. First Matthew
  - c. Jes - Scott and I are very different so we are getting different perspectives which is a strength because we can challenge each other. I think he's brought different opinions and ways of doing things that have been successful. He's eager to learn and won't shy away from it and i have confidence in his ability to lead.
  - d. Nils - in my mind there is no one more suited for this role. He's hard working and cares about each and every person, he goes out of his way to answer emails and call people directly. I can feel how much he cares and I'm excited to work with him and see what he has to bring. I think he can make the hard decisions.
  - e. Jes- I second what Nils says. I ask of you to remember he will need your support so check on him as well. And make sure he is doing his job, everyone needs to hold everyone accountable, I am in full confidence of his abilities.
  - f. **Motion:** BIRT that as of 2:10pm on August 10th 2019 Scott Dyer will become president of apsa and Jes will transition to past president.
    1. First Sam. Second Steven. All in favour. None opposed. Jes Abstains. Motion carries.
24. Additions to the Agenda





2019 APSA Summer Summer Retreat  
August 10th, 2019 (9:00-1415)  
**ECHA 1-190**

- a. Domino's Discount :( - Ayush
    1. There is no 50% discount anymore, it's 40%. I tried to talk to them with 50% because we are long time customers but it didn't go anywhere. I've talked to other CAPSI members to try and see what they're doing. One option is to talk to other pizza places and try and get a deal with them. Or some are doing brunch and learns on some small stuff from Costco.
    2. Jes - last year we started dealing with the 40% so maybe Sam or someone wants to see how much we could commit to spend at their pizza place in a year to try and help that discussion.
    3. Sam - yup just need to talk to Michael about a money break down to give a set number to give
    4. Jes - yeah, and 40% doesn't make or break but supporting a local place would be great
  - b. Photography (5 minutes) - Steven
    1. For photos for events, I'm okay taking those photos. Last year, Lawrence wanted a week notice but I'm okay with a couple days notice, just ask me and I'll see which photographer is available. I want your feedback on google photos v flickr. We transitioned from flickr to save APSA money because it's \$60.
    2. Jes - I think Google photos are more user friendly and good for yearbook editors but I personally have no preference
    3. Michael - can it be on Facebook?
    4. Steven - the only thing with that is the quality isn't as good. I've been putting a link on APSA website and Facebook
    5. Jes - could upload one picture to Facebook to be tagged with a link to the album on Google
    6. Steven - there are 5 photographers maybe 6 this year so lots of man-power, we could possibly do PAM video just need to discuss with photographers, it would just take time
    7. Nils- The pharmdent video you did last year was great
    8. Ayush - if they're okay with it for sure bit if they can't take that on we can look at other things
    9. Steven - faculty funded the video correct? They could pay a professional
    10. Ayush - yeah they're names were attached to the video
  - c. APSA members corner (2 minutes) - Scott
    1. Graduates need to be taken out of APSA memebr's corner so that's Colleen's and my job
    2. Jes - it's easier for a member of their class to remove, so talk to Sean Hanson
  - d. Up to date (2 minutes) - Scott
    1. I got an email from Kendall from RxA and get a discount for up to date so I just wanted people's thoughts on that
    2. Jes - It is a resource of drug database - the best resource and it's expensive
    3. Ayush - Mark is working on something with that through CAPSI so talk to him
25. Adjournment (1412)
- a. First: Jes