

Second Year Class Representative Semesterly Report 2019 - Navjot Singh

* These are responsibilities that occur throughout the year.

FoPPS: Faculty of Pharmacy and Pharmaceutical Sciences

Fall 2019:

April-August:

- *Community Rotations: Created calendars for rotation deadlines/dates/assignments, and kept my class updated via Google Calendar/Facebook
- *Created and check my (1) Anonymous Feedback Form and (2) Share How You Are Doing Form
- Orientation Video: Worked with 2nd Year Social Rep and classmates to create an orientation video for the 2023s
- Created Class of 2023s Facebook Page
- Provided Class of 2023 with information on how to complete requirements & address FAQs
- Helped VP Social with orientation by providing Orientation Leaders with a training presentation
- Shared Orientation Day itinerary & information with Class of 2023
- *Attended first Curriculum Committee Meeting with FoPPS (monthly occurrence)
- Working with FoPPS and Class of 2022 to determine Wellness Day schedules for 2020-2021
- Helped VP Social with House Cup Teams
- *Attended first SAC Meeting

September

- *Continued: weekly class emails, updating class google calendar, providing facebook reminders, addressing class concerns, asking for clarification regarding assignments/seminars, etc., APSA office hours (bi-weekly), etc.
- Worked with Anjela to help facilitate the planning of White Coat Ceremony
- Worked with Anjela to find volunteers for Alumni Weekend
- Facilitated the transition from myself to new Class of 2023's Class Rep
- Worked with CAPSI Jr. Rep to find a company to do backpack embroidery
- *Attended Curriculum Committee Meeting with FoPPS
- Worked with Anjela and Class of 2023 to find a day/time for Commissioner for Oaths to facilitate completion of requirements for first years
- Worked with APSA and students to help resolve locker sale complications
- Worked with Faculty and APSA Representatives to determine exam schedules for all three years, to allow optimal planning of lunch & learn sessions

October

- Gathered Mid-Semester feedback from Class of 2022 and shared themes with class and with VP Academic

- Shared concerns with FoPPS regarding missing information from syllabi
- Reached out to professors regarding concerns around online quiz scheduling
- Worked with FoPPS to find volunteers for U of A open house
- Shared my Mid-Semester feedback form template with 1st and 3rd Year class reps
- Completed course review for first year class
- *Attended Curriculum Committee Meeting with FoPPS
- Facilitated midterm review dates

November

- Worked with FoPPS to clarify class schedule around 3-day week
- Continued to facilitate midterm review dates
- Collected class thoughts around second Wellness Day
- *Attended SAC Meeting
- Shared Mid-Semester feedback and concerns regarding scheduling around 3-day classes with FoPPS
- *Attended Curriculum Committee Meeting with FoPPS
- Meeting with Dr. Bachynsky regarding upcoming changes to pharmacy
- Shared concerns with FoPPS regarding BYOD

December

- Reached out to 3rd Year Class Rep regarding BYOD experience
- Attended Y2 Fall Focus Group
- Shared last year's rotation site and student match up list with first years

Winter 2020:

January:

- Try to set up consistent note sharing for those away for PDW
- Centralize photos for Class of 2022 for easy access when it comes to our yearbook
- Planning potential Home Health Lunch & Learn with APSA Publications Director

February:

- Work with 2nd Year Social Rep on Blue & Gold Planning
- Create and gather Winter Semester Mid-Semester Feedback

March:

- Help facilitate elections by acting as time keeper for speeches
- Help set up N95 Respirator Fitting