



APSA Executive Council Meeting
Monday, October 24th, 2022 @5:00pm Hybrid Format

1. **Call to order (5:02pm)**
2. **Roll call (2 min):** Tamara, Bojana, Talia, Jazzi, Julia, Prerna, Alyna, Justine, Mankirat
 - a. Regrets:
3. **Additions to the agenda (1 min)**
Motion: To approve the agenda
First: Julia Second: Talia
4. **Minutes of the last meeting (1 min)**
Motion: To approve the previous meeting minutes
First: Prerna Second: Mankirat

New Business:

5. **Certificate Submissions - Bojana (5 minutes)**
 - **Bojana:** My first thing on the agenda items is just that for the module that we did this summer on Queer health, there are still a few peoples certificates that I am missing. I think I have received all of them other than Jazzis and Justines and I do know that Jazzi, you did send it to me but I honestly cannot find it. I am not sure what platform we used, but I went through my messenger and emails and I can't seem to find your file. I think you did send it to me right?
 - **Jazzi:** Yeah I did, and then you said that I hope I enjoyed the module.
 - **Bojana:** Hm strange, do you think you could send it to me again?
 - **Jazzi:** Yes, I will do that right now.
 - **Bojana:** Julia, can you also send me yours too?
 - **Julia:** Sure
 - **Bojana:** Okay great, I think the only one I am missing then would be Justines.
 - **Justine:** It is sent now.
 - **Bojana:** Beautiful, thank you. While we're on the topic of our EDI certificate, I did get an email from the Center of Race and Racism from the University of Alberta and they have an online course for Bridging the

Intercultural Gap which sounds super interesting and informative. From what I understand, the course is open and the completion date is in December. It does cost about \$150 to do the course but student groups and teams get 20% off. It is a self paced module with 2 virtual meetings dependent on our availability. There is also an information session coming up which I can attend to gather more information.

- **Alyna:** I was just wondering if there was a syllabus of some sort that we can take a look at? December is pretty busy with finals and I am not sure I can handle putting another course on my plate so I would just want to look at the syllabus and time commitment before saying yes.
- **Bojana:** I literally just got the email an hour ago and I haven't had the time to do too much research. I wanted to see what everyone's initial thoughts were on that. I also do want to take into account that December is a super busy month with finals but I just wanted to see what your initial reactions and thoughts were. I will forward the email to everyone so you all can take a look. I want it to be feasible as well. If you all think it's okay if I send this to you all you take a look? Don't have to watch the info session but it's all chunked into different sessions, there's a land acknowledgement, course objectives, whose course for etc. I have lots of hands raised so I'll go to Alyna again.
- **Alyna:** I just wanted to see if this would be feasible budget wise and if this would be for executives or both general and executive councilors? Also, do they have some sort of syllabus we can look at?
- **Bojana:** I did want to open it up to the entire student body. I don't think that this should be an exclusive APSA matter by any means as everyone can benefit from it. I just wanted to talk to the executives first so we're all on the same page. Also, I know I made the other course mandatory over the summer, but you all had 4 months to work on that, so I don't think it's fair to just spring this on you all and I wouldn't make it mandatory, more so if you're interested.
- **Julia:** Yeah, I just wanted to ask about the finance bit of it- the same question as Alyna and look into it myself and read over it. I don't know anything about it other than the fact that it's training that you're recommending that we do.
- **Bojana:** In all honesty, it could be something that we don't pay for. We can tell students that hey we have a discount if you're interested in your own personal time in increasing your understanding on cultural bias and competence in racial spheres here is an opportunity and you get a discount rather than paying for it for all students to complete it. Because then there's an area of what if they don't do it and if we pay then we're liable. I think it's more of a personal thing. I don't want to force anything on anyone or anything. It's a cool opportunity and if you're interested we have a discount provided.. Plus if we get into the realm that APSA is paying for it then is it a pharmacy thing then does Faculty get involved? I think if you're interested in learning, in the same way that I have been circulating our module around to students and Faculty, then you pay for it and decide if you want to do it on your own accord. Tamara, you had your hand up next.
- **Tamara:** I was wondering if it's something through the university, does it have a specific end-date, and if it has a fee does it show up on our transcript? Do they have a syllabus? Is it a one credit course?
- **Bojana:** I am not sure, I just got this email less than an hour ago and wanted to see initial thoughts and reactions but I can look further into it for y'all. I also sent you all the email so you can research if you'd like as well.
- **Tamara:** I am super interested in the course. I just want to see how feasible it would be for me if it has super rigid timelines and the completion date was during finals. I feel like I would keep it in my back pocket for another time. Is it also only offered in October-December or are there other class times as well?
- **Bojana:** I think October-December is when they open it up but someone has their hand up so I will skim their website while someone asks a question or has a comment

- **Talia:** I think I can summarize my thoughts in four words: great idea, terrible timing. I think this is a really valuable course and we can all benefit from it but my concern is with everything going on with school and APSA, it's too much with too short notice. If they run it once a year or if we were to gather enough interest if they can do a special timing for us, specifically. Because I don't think it's worth pursuing right now but maybe in the future in a time where it is more feasible and where people aren't so stressed to get it done with finals I think that would be a good route to take.
- **Bojana:** So it looks like it will be accessible for 4 weeks. I think you can start it any time but you have until December 15th to complete it. I can email them and I can ask them if there's a possibility to do it later in the year if enough students are interested. I want to let students decide what they want to do and for some of them this is super important and high on their priority, not going to be the judge of what's a priority and what's not in their practice. I'll send an email and see what they say and if we can potentially get a special time for us, but if not then I think I'll just post it on APSA Members' Corner and let people decide. I am hesitant about the summer because people have rotations and their own plans. This last summer was super hard to schedule and coordinate just between us 8 but I'll see what they have to say first. If not, I'll make a post on APSA Members Corner and see how many people are interested. I don't want to make it mandatory. I made the other one mandatory because it was over the summer and I thought that it was a reasonable ask and as much as I want to make this mandatory I think it's too last minute and unfair to ask when we have exams going on. How does that sound? I shoot them a quick email to see if there's another time and if not I will make a post and extend it on APSA Members' Corner. Okay, that's all I wanted to talk about in this section.

6. Team Expectations - Alyna and Bojana (10 minutes)

- **Bojana:** Okay, so the next thing is about team expectations and communication. Alyna got a message a few days ago from an APSA Councilor highlighting a few concerns about our team. When Alyna and I talked about it we thought that these were not new concerns and I know Alyna has had her own share of navigating poor communication, miscommunications and such and we thought that we should reiterate what the team expectations are and we will be doing the same thing at our next General Council meeting. I'm actually going to let Alyna take it away because I wasn't aware but she has been getting messages all year in regards to conflict resolution and asking for her help.
- **Alyna:** I think the biggest thing for me has been about communication. Over the past few weeks, I have received multiple messages from people talking about poor communication on APSA's end and unclear expectations. I know we talked a lot about our expectations regarding communication over the summer, and I also recognize that APSA isn't your main priority and that school and your mental health come first, however, if there's circumstances where you don't have the emotional capacity to complete something, which is totally okay, I would really appreciate it if you could let Bojana or myself know. I have also received multiple messages regarding conflict resolution, which is totally okay as I am okay with being a resource for people to talk to. However, I do think that if there is conflict among us and we don't address it with the respective people involved, we can't expect a change in behavior. For example, if you thought someone communicated with you quite poorly in regards to an event you were planning together, if you don't let the other person know, they don't get an opportunity to learn, grow, and reflect on their actions. Further, how is that person supposed to learn moving forward if they are unaware that their actions were stressing out another individual? Conflict can be very scary and uncomfortable but I think we need to be transparent and honest with each other so we can effectively work as a team. I know it's midterm season right now, and APSA isn't your main priority, but I think moving forward we need to be a bit more cognizant of communication. Just simply replying to someone with "received, and I will get to this when I have time, next week," is better than just leaving them on read and then them messaging me asking for guidance- which I am totally okay to give but it would just make it easier for everyone. That was a lot but I think the biggest thing is communicating effectively within our team has been the biggest issue I have seen and received multiple messages from since September.

- **Bojana:** Yeah, I think since August I have noticed poor communication from some folks. If you don't want to talk to me, no worries, I would still like to echo what I said before. You don't have to tell me what's going on in your personal lives but let me know if there are issues between councilors so we can troubleshoot and solve them. Or if there is something happening in your personal life, no worries, I don't need to know details but if you cannot complete a task on time or if you're taking a week away from your phone and emails, just reach out so we're not wondering where you are.. A few times since August, a few times I wouldn't know what's going on and then I'll check in and then I'll see that someone is really lost, overwhelmed, and doesn't know what direction to take. Then, after a conversation we find a solution and then we move forward. My capacity to check in with everyone is not the greatest and so please if you need help, guidance, someone to vent to, support, or want to take a break, please come to me as soon as possible. I have had a few experiences that have not been fun for anyone and having a more proactive stance will be helpful. I know with one individual in particular, this was the case and I didn't know what was going on until I reached out to them one day. After the conversation, they have more direction, confidence, and that's awesome. I don't want anyone to get burnt out and sacrifice their personal wellbeing or school because they don't know how to navigate their roles. I am just trying to really emphasize please communicate, keep me in the loop, and then if you don't want to that's okay, but reach out to someone and let them know how to support you. I have noticed this pattern since August as well and I would love to improve in this regard.
- **Julia:** I don't know if it's appropriate for me to ask this, but if the concerns are with me personally, I would just like to be called out on it.
- **Alyna:** This wasn't meant to call anyone out and we didn't have a specific person in mind, it was more so for the council as a whole on how we can all improve and strengthen our leadership skills.
- **Bojana:** I honestly don't have any one person in mind. This is a pattern of behavior that we have seen overall from the whole team. It's not a bad thing either, there are no punitive issues and we aren't saying it as punishment. I know Alyna and I have had issues with participation and engagement for example if we sent out a poll with multiple reminders with few responses. We had a specific conversation with an individual over the summer, and told them that if they're not in a good mental space to answer, no worries but let us know so we're in the loop. August to October has been really hectic with back to school, in-person classes and midterms so understandable but we thought that it would be a good thing to address because it is something I've noticed with many people. I don't want to call anyone out, and if we had any issues with a particular person I would speak to you about it on the side without the folks in this room. It sucks to see someone get really confused and stressed and not reach out for help. My main thing is that you don't have to do it alone and we're here for you. Let me know, let Alyna know, let someone know. If it's too much for you, just let one of us know ASAP so we can figure something out and we can get it done. It gets trickier once you're closer to the date to troubleshoot if that makes any sense. Does anyone else have any questions, disagree, anything they want to reestablish in regards to any team expectations or comments on our communication, specifically? Communication is always a tough one in any team setting. If anyone is unhappy with the way that it's going or has any suggestions of how we can improve moving forward please feel free to share. I want to make sure that everyone feels heard and appreciated.
- **Tamara:** I guess just to support Julia, do you and Alyna have the mental and emotional capacity to reach out to the people that Alyna has gotten messages about? That might provide reassurance and clarity here.
- **Alyna:** This wasn't meant to call anyone out or put anyone on the spot, we were just trying to have a conversation as a team on the whole in regards to how we've been doing thus far and how we can improve, together. I have also been encouraging the people that have messaged me, that are on our council, to practice conflict resolution just because we're not going to improve if people don't know what the internal issues are within our team.
- **Bojana:** I have some exams that are deferred but once I am done with my exams, I can do one-on-one

meetings with everyone here. I want to drive home the point that when Alyna and I discuss frustrations with poor communication, it is never out of annoyance we just want everyone to feel supported and if anything is coming on, you don't have to go through it alone, there is always another option, and it will always be okay. I don't want anything to hate their lives and I know right now everyone is stressed with exams. I think that's my biggest thing, I really do want to do one-on-one check-ins with everyone but it's hard for me to do it with this APSA and the LGBTQ+ PhSC and I can't personally constantly check-in on everyone, even though I would love to. So please come to me. I found myself reaching out to myself alot to specific folks and I don't want that to make it a new expectation because I don't have the mental or emotional capacity to do that. I think what's best is if you can reach out to me when you have issues. I think that's the best way, this wasn't to call anyone out. It's a me thing too, poor communication is a reflection on me as the president of the association as well as Alyna and our own communication and leadership skills. But at the end of the day there has been poor communication with and without executives, members of the student body have been reaching out to Alyna and I thought it would be wise to have a check in to reiterate what our executive expectations are that we created at the start of the summer. There hasn't been anything regarding respect or professional demeanor, it has just been people not checking in with people, people not replying with people, people doing things last minute and causing some stress. Just like Alyna said.

- **Julia:** I just don't know what to do with it because I still feel a bit uneasy. I feel like I have been managing things and balancing things well but I don't know if there are specific issues about me that I haven't heard.. Other than keeping the good communication in mind.
- **Bojana:** Julia, you're great, your emails are on point, your replies are on point, sometimes even better and faster than Ms. VP Admin here. Keep doing what you're doing, I can appreciate wanting this as constructive criticism and wanting to do better. But at this point if there was something that was an issue with one person in particular, I would have already sent a message out and scheduled a one-on-one meeting with them to discuss.
- **Alyna:** I also want to reiterate that this message wasn't for anyone in specific and to offer some reassurance it wasn't for any one person on the executive council. Also, I just want to say that in no way shape or form are perfect and we also both have a lot to improve as well so if you feel like there is anything we can improve on please let us know.
- **Bojana:** Yes, this check-in is for all of us, Alyna and myself included. We had a conversation over the weekend on how we can better improve and something that Alyna and I talked about is that we want everyone to feel supported. If you're having an issue with a student or Faculty member or another executive, councilor, or officer or if you just want guidance, please feel free to reach out. I don't want to take away the opportunity for people to have their own conflict resolution. I believe that there is a lot of value in confronting someone, saying how it made you feel, and creating solutions to move forward and implementing them in practice while having a kind professional glamor and showing yourself the same kindness and respect. As much as we want to help, we don't want to do things for you. We want to emphasize support and encourage wanting to embrace more difficult conversations and conflict resolution. I didn't think that this was going to be so long and I'm sorry if the way I worded stuff confused anyone. If no one has anything else to add which we can add on to the next agenda item.

7. New meeting format - Alyna (2 minutes)

- **Alyna:** Okay, so I am a tad bit stressed to make this announcement but Bojana and I were talking over the weekend about the lack of engagement and the disconnect between us and the general council and we were thinking that a way to mitigate this would be with in-person APSA meetings. I feel like there's several reasons why we think that this change would be beneficial. First of all, I personally feel a huge disconnect from the council and I feel like we don't have a very close tight knit relationship and I would love to have more opportunities for us to talk to each other, connect, and bond. It's weird being back in person and still

not really knowing our team very well, for example I see second years in the hallway and sometimes I don't even recognize people on our council which I don't like. Also, this kind of goes in with the team expectations and the communication Bojana and I were just talking about but I think that through online meetings, it is very easy to zone out and I am guilty of this as well and it is also a lot easier for things to get lost in translation and for miscommunication to occur. Plus, we are moving back towards the in-person, pre-covid world and while I think that online meetings have been great and I love doing them from my house, I do think that in-person meetings would be super beneficial for our council as a whole and will hold people accountable and get our team working together more efficiently.

- **Tamara:** Would this be for both executive and general council?
- **Alyna:** Yes
- **Tamara:** Hm okay, I was wondering if it would be possible to move them from 4:00-5:00pm then rather than 5:00-6:00pm? I am proposing this just so we have a shorter gap between our seminar and the meeting if we need to stay on campus, I don't know if this would complicate things.
- **Alyna:** The second years have their Pharmaceutics lab until 2:00-4:50pm which is why I made them 5:00pm in the first place. 4:00pm would be super nice but we have to consider the year 1 and year 2 schedules as well.
- **Talia:** We only have 2 more ceutics labs until we're done, I don't know if that helps anything.
- **Alyna:** Hm okay, good to know. Honestly, I have already booked the meetings for 5:00-6:00pm and got a location approved and now with the 7 business day rule, I wouldn't have enough time to book locations for the next few meetings. I think it would make it easier to just keep them 5:00-6:00pm for this semester at least, because that is what we set expectations for and I don't want to suddenly change the meeting times super last minute, I know people have made room from 5:00-6:00pm and I don't want it to be unfair to them.
- **Tamara:** Okay, just wanted to see.
- **Julia:** I don't know how I feel about that. I really like the online meetings and it has been really good for me.
- **Talia:** I also echo what Tamara and Julia are saying. I think it would be a bit annoying to have to stay on campus until 5pm for a 1 hour APSA meeting.
- **Bojana:** There have been a few things that Alyna and I have noticed with one of them being we will communicate something lots of times but it is still not resonating with people. It's much more clear to hear what we're saying in person and our content is not resonating. I am not sure what else we can do differently and maybe the missing piece is that it's online. I am guilty of this too but online it is way easier to turn your camera off, online shop, and zone out. That is totally fair. I feel like in-person meetings stick a lot more, we have more engagement, and get a chance to know each other. That is not to say that this is mandatory in person but if you don't have a valid reason to go home, I think we should all try to be in person. For you Julia, if it works better for your mental health and focus we can try to do a hybrid thing as well. I totally hear you. I want to be real and cognisant that people have different abilities and different modes of focusing. I don't want to have a forced standardized meeting setting but we just want to find a medium to increase morale, communication, and community. There have been a lot of misunderstandings and even with the White Shirt Bar Night, I would be interested to know what that would have looked like if we had in-person meetings. Not to say that as president and co-chair of the meetings everything I did or did was perfect but one of the things that has come to me throughout communication with Faculty and SU was them asking me how we can mitigate this moving forward? What can we do differently moving

forward so that we can promote intercollaborative work and communication so we can mitigate these nuanced obstacles? I do want to be very fair and it is far easier for my life if we can do it online. I never want to close the door or tell someone what to do either. We recognize that there are disconnects and we don't want to be doing everything we can and it's not perfect, because we're perfect. We want to hold ourselves accountable and see what we can do differently as well. It's not the funnest news and I'm not excited. Things happen and the door is always open during attendance and what not. They used to have mandatory in-person meetings pre-covid. In our general council meetings, not everyone comes and no one participates either which is frustrating. I appreciate you both being honest and vulnerable and I do appreciate it and if it's a conversation you want to carry on, please feel free to do so.

- **Tamara:** I'm not sure how fair this would be for APSA general council and executives but would you render general council meetings in person and our executive council meetings can have flexibility? That way everyone is expected to show up every 2 weeks, but that means that we would only be required bi-weekly as well. I can see your concerns but I feel disconnected more from the general council rather than our executives. I agree that it is more engaging and harder for you to go over certain things if they're distracted and not relaying information on what's going on. But then again, what system is in place to regulate who shows up and who doesn't? Would I have to be the one to 'blacklist our meetings per say?' People will inevitably make excuses for them not being able to attend and it's in my portfolio to hold people accountable.
- **Alyna:** Oh, don't worry about that- attendance to general council meetings will never be something VP Academic would be responsible for, that is strictly my responsibility and it wouldn't be anything like blacklisting. Yes, I agree and also we can even have hybrid formats for people who are unable to make it or even during exam season, I think it is fair to have them online. We don't want to drain anyone's emotional capacity, but I think we tried to be reasonable with the online meetings but we've run into so many issues that I think could be mitigated by having them in-person and I kind of want to try it. I feel like weekly meetings were all an expectation that we signed up for our respective roles with and also we never did specify the format of being online or in-person so I feel like having that time allotted isn't something new. And I don't mean to undermine your feelings, I do think that weekly meetings were a clear expectation from the get-go and traditionally, pre-covid they have all been mandatory in person, we just wanted to try to be flexible and respectful of everyone's time by holding them online. Bojana, I know we talked at the same time so you can talk first and then I'll add on my comments.
- **Bojana:** I think that even if we were to do executives online or a hybrid format, and general council meetings in person, I think that things still need to change. For example, there are times and places when you're not feeling good and that is totally understandable, however, I would want to see everyone's cameras on. I don't know what people are doing when their cameras and mics are not on. I want to get everyone's input, I want to see people's reactions, and I'd like to have that non-verbal communication. If we make that expectation then I am okay with making our executive council meetings hybrid. But that is an expectation that I will be firm on. We also have set the expectation to have these meetings from 5:00-6:00pm and I know I have gone over a few times, and when they go over, after 6pm whatever you do beyond that is up to you- it is totally fair for you to leave. I want everyone to be engaged as well. The few times we were all in-person those of us that are more quiet were much more vocal and spoke more which I loved. In regards to the general council, I want there to be more unity, bonding, and understanding within our team. On an executive level I'm less concerned about that, I know we are a very tight-knit group. I want to make sure that everyone is participating in discussions and I want to hear everyone's views and opinions. It is often the same 4 people who are always talking but then as soon as I start calling people out is when I get a lot of good information and we hear your valuable perspectives. It has been rare that someone with their camera off has talked in a meeting and I totally understand why but moving forward, I think this needs to change if we were to do them online.
- **Tamara:** I just wanted to clarify that I didn't mean that it's an inconvenience that we have a meeting every week, it just does add more weight coming in person every single week which is to reflect what Talia and

Julia have also brought up. My initial point was to keep executive meetings online and see if we could ease into the in-person thing.

- **Bojana:** Thank you for clarifying. I also recognize that it's a bit unreasonable. I love that the pandemic displayed to us that we need to have more work-life balance and that there is a wide variety of ways that people function and learn. Within our executive team, we are very comfortable with each other, transparent, and there is a positive affirming conflict resolution and I feel comfortable with how we are functioning and how we are doing. I don't want to force us to go back to pre-covid times and force the executive meetings in person if we don't have too many issues functioning as a team with the 8 of us. I think we can do a hybrid format where if you're on campus, feel free to stay, but if you want to go home and do it online, that is okay too. You know your body best and what your emotional and mental capacity is better than anyone. Regardless, things do need to change and I want to see more discussion, conversation, and push people outside of their comfort zones. That is why I originally had those one-on-one meetings with each of you over the summer to learn what people's goals were, their experiences, and their strengths and weaknesses to see how we can maximize your strengths and improve on your weaknesses. Alyna, do you want to stay on the line just so we can have a little debrief? I appreciate all of your comments and concerns and I don't want to jump to make any decisions and I respect all the feedback that was provided.
- **Alyna:** Yes, I think that's a good idea. I think I need time to collect my thoughts as well because now I'm a bit conflicted.
- **Bojana:** Okay, before I let y'all go then I just want to do a little poll. Who here is totally opposed to in-person meetings? Who here is open to the hybrid format? Who here would be cool with them being all in-person? Okay, perfect. Thank you for your participation and engagement today. Alyna if you just wanna stay on the call and we will see the rest of you later on this week.

8. Additions to the Agenda:

9. Adjournment (6:06pm)

Motion: To adjourn

First: Tamara Second: Jazzi