



APSA Executive Council Meeting
February 4th, 2025 @4:00pm, PBL 2-12F

1. Call to order (4:03pm)
2. Roll call (2 min): Megan, Brent, Amy, Kevin, Jin, Jayden, Julie, Nathaniel, Rebecca
 - a. Regrets: Gauhar
3. Additions to the agenda (1 min)

Motion: To approve the agenda
First: Nathaniel, Second: Jin
4. Minutes of the last meeting (1 min)

Motion: To approve the [previous meeting minutes](#)
First: Amy, Second: Brent

New Business:

5. Review of previous meeting's Action Items - Megan (5 mins)
 - a. Gauhar - Connected Jin with RxA regarding the CPhA Lunch & Learn?
 1. Christine replied to Jin's email, so yes.
 - b. Brent - Reached out to Pharmasave RE Lunch & Learn and followed up with Graduate Planning for invoice?
 1. Yes, Jin has been connected with PharmaSave.
 2. Brent has emailed Zach about Graduate Planning, in progress right now
6. PAM Kick-off Discussion - Jin (5 mins)
 - a. Description: Needing help with PAM Kick-Off booth and food logistics
 - b. Notes: Instead of Jin purchasing all the ingredients for taco in a bag and cooking them etc, she asked Miguel whose mom owns a Taco Time if she could cater tacos and she said it would be about \$3.675/student, we might just need volunteers to help serve the components. May need takeout containers (~\$40 for these from Costco) for students observing Ramadan. Last year there was ~200 students who came so we can likely expect similar numbers. Will likely still do a check-in (someone go down the line to check for RSVP) to ensure those that RSVP'd will get food.
7. Executive Team Activity - Megan (5 mins)
 - a. Description: I'd like to move forward with planning/booking something for us. Looking for a date that works for everyone (suggestion: March 1st) + thoughts on doing dinner then karaoke?
 - b. Notes: Plan dinner for 6pm then karaoke after. Considering "The Voice Karaoke & Bar" Downtown, will look for food options around there.
8. VP Finance Update - Kevin (10 mins)

- a. Description: Update on fundraising efforts and projected budget/spending to date
 - b. Notes: We are doing quite well in terms of funds, may need to consider donating some money later on in order to maintain non-profit status. For Blue & Gold, the venue deposit, insurance, and DJ have been paid for but the rest will still need to be calculated. Want to start advertising the week after reading week, ticket prices will be decided by then. Going off the \$35k loose number provided, ticket price would likely be ~\$25 average per student (assuming ~350 attendance). May consider \$35/person for non-APSA members and \$25/person for APSA members - will discuss more and finalize at a later date.
9. VP Academic Update - Amy (20 minutes)
- a. Description: Awards Google form; Professionalism Reports; Accommodations communications
 - b. Notes: A couple of students reached out about accommodations for their exams, they are occasionally getting changed without notifying the students. Dr Cor and Dr Hall are aware of the concerns from the students, just something to keep in mind for next year. For ExEd, just want to keep working on them being transparent about the supports offered to students as they go out on rotations (Amy is creating a document to be shared by the ExEd team). For the awards form, the format of submission has been changed to a Google form (3 pathways- 1 where you can nominate someone else, 1 where you can submit for yourself, and 1 for reference letter submission). Planning on releasing this on Friday or Monday at the latest, with a deadline of March 15th.
- Motion:** To move into camera
First: Brent, Second: Nathaniel
- Motion:** To move out of camera
First: Nathaniel, Second: Amy
10. Additions to the Agenda:
- a. Brent - Co-op is looking to sponsor an event in April (Bronze partnership). Considering a wellness last-day-of-class ice cream event, would fall under VP Student Services.
11. Adjournment (4:52pm)
- Motion:** To adjourn
First: Amy, Second: Jayden