



APSA General Council Meeting
Sept 12th, 2022 @5:30pm, online via Google Meets

1. **Call to order (5:37pm)**
2. **Roll call (2 min):** Alyna, Bojana, Christy, Hubert, Julia, Goodwin, Sarah, Jazzi, Naomi, John, Angela, Annalise, Veronica, Theresa, Mankirat, Karanvir, Justine, Shanil, Prerna, Alison, Callum, Cassidy, Emily, Nick, Ruhee, Justin, Kevin, Tamara
 - a. Regrets: Zach
3. **Additions to the agenda (1 min)**

Motion: To approve the agenda
First: Shanil Second: Prerna
4. **Minutes of the last meeting (1 min)**

Motion: To approve the previous meeting minutes
First: Prerna Second: Shanil

New Business:

5. **APSA Instagram Update - Bojana (5 mins)**
 - **Alyna:** Before we begin I would just like to announce that the first year class rep has been elected, and I would like to welcome Angela to the team! This is her first APSA meeting and she literally got elected a few days ago so if we could all give her a warm welcome, I would appreciate it.
 - **Bojana:** Welcome Angela! Alyna is also a little bit biased because she was class rep last year so I am sure she has already offered you help a million times because she loved that position last year.
 - **Alyna:** In terms of the Instagram update, we just wanted to update you all on the APSAlutely Instagram account as Bojana, Emily and I needed to make some changes for privacy last week. Last year, we did not have a Social Media Director, which is Emily's role this year thus whenever anyone had to post an ad on the Instagram page they were given the username and password. This worked well last year as everyone had their own agency however, we noticed that over the summer we were getting lots of people logging in from all over. For example, last Friday right before we changed the privacy settings, we got a user from Red Deer that was logging into the account. To respect the privacy of all students following the account we decided to change the instagram password and only allow Emily, Bojana, and myself access. Also, since we have Emily this year, she should really be the only one with access and Bojana and I know it more so for accountability and in case someone forgets it. We were going to wait to discuss this at the meeting but we thought that it was essential and couldn't wait. Emily and Bojana do you wanna add anything or did I cover it all? Does anyone have any other questions before I move on? Okay, I'll just go to the next agenda item then.

6. [APSA Affiliated Club Applications](#) - Alyna (10 mins)

- **Alyna:** So every year we do have applications that come out for student groups to become APSA affiliated clubs. These groups submit applications and they can be found in the hyperlink under the application folder and I also just sent out an email this evening with the link as well. I hope everyone got a chance to look over it. I'm not sure if anyone has any questions or concerns that they would like to bring up, if not we can go into a motion. Also Julia, did you have a chance to look at the budgets of these applications? I think a few of them did request budgets and I am not sure we are able to provide them with the money that they're requesting since we're already so tight budget wise. I just wanted to open the floor to everybody if they had any comments or concerns.
- **Julia:** We're fine with both the LGBTQ+ PhSc and for the Pharmacy Undergraduate Journal Club because we accounted for both of them in our budget. Who else is there?
- **Alyna:** There is also the Christian Fellowship Club but they didn't request any money and then PWS requested \$100 I believe.
- **Julia:** I am just going to double check that.
- **Alyna:** Okay, while Julia checks that, does anyone have anything to add in regards to this?
- **Julia:** I have a question, what does APSA affiliation even mean?
- **Alyna:** It just means that they are a student group under us. So for example, we would help them with their budget, their constitution is ours, and they are not recognized as their own student group under Student Group Services. Also for events and room bookings, I would be responsible for that as well. There is much more to it but they get the perks of APSA status in short. Also if we need more time to make this decision if you have to crunch numbers, that is totally okay, Julia. I don't want to rush you or make a rash decision.
- **Julia:** If it's just for 4 \$25 dollar gift cards I don't see an issue. It could also be something that we talk about at a later date but I don't see an issue with approving it. I would just like to ensure that we can meet our other portfolios first, budget wise and then if we have other funds we can give it to them and see if we can accommodate.
- **Alyna:** Okay perfect, so do we feel comfortable approving it then?
- **Julia:** Yeah, I'm good, I don't see an issue money wise.

Motion: BIRT that APSA General Council approves the APSA affiliation status to the following student groups: Pharmacy Undergraduate Journal Club, LGBTQ+ PhSc, Christian Fellowship Club, Pharmacy Women in Sports Club for the 2022-2023 academic year

First: Jazzi Second: Talia

All in favour.

None opposed.

Bojana abstains.

7. [Non-APSA Intramural Participation Fee](#) - Goodwin (15 mins)

- **Goodwin:** I just wanted to bring something up to council, regarding Non-APSA members being allowed into intramurals. I know that this is not something that we had last year. However, considering we've had a

lower number of incoming APSA Members I thought this might be an okay idea. I know that there are a few people interested in participating in a pharmacy intramural team while not being on APSA, I haven't had too many requests for it but looking at numbers it might be a possibility that we might want to look for. In terms of the financial side, I don't know how manageable it would be to just charge them the flat 10-15% of the team membership fee to ensure that they still have to pay and don't get the full APSA membership benefits. The money could then come back to APSA as well since we pay for all of the intramural fees. Let's say most of the semester long fees are \$400 so 10% of that would be \$40. I think that would be a close and fair comparison and allow that we see some of that money come back a little bit.

- **Bojana:** I am curious to see if Sydney is in the call as well
- **Goodwin:** She is not, however, we discussed this prior she just couldn't attend because of work unfortunately. I was just hoping the general council would discuss where they stand on this. I know APSA is more than the sports and intramural and I know in the past it was a priority to have the intramurals serviced the APSA members that chose to participate.
- **Julia:** I don't know how I feel about this because we take care of intramurals every year and we put in a lot of work to negotiate with faculty for funding. Also, to put in context to what APSA does to ensure we provide intramurals I think it would be a bit hard to allow non-APSA members in because all of the other members did chose to pay the \$250 to help us support APSA and ensure we can provide all of the benefits. I don't know how fair it is to allow them to participate in intramurals, this is just my initial thought.
- **Goodwin:** That's what I voiced to all the people that requested this from me directly too. APSA puts in a lot of work to get these intramurals funded and as a priority we do need to service APSA members first. I never made any promises, I just mentioned that I would bring it up to council. I think there were like 7-8 people that asked me and the majority were in my class, not first years.
- **Bojana:** Yeah, I understand that to buy an APSA membership it is a hefty amount of money and I definitely understand especially with incoming students with the exceptional tuition increases and their general tuition being so high, I can see the financial barriers that can come with that. I can also see students having those barriers for mental, emotional, and physical health. However, what I have learnt from working with Julia this summer is that it is a very convoluted process. I can understand where you're coming from with the 10-15% and APSA seeing some of that money come back. But I think it is tricky when someone is playing 1 vs multiple sports and I think just echoing what Julia said is like what if this echoes into other spheres as well. For example, students are like "I only want to pay to go to this and this event so let me pay only 15% of the membership fee". I don't want this to create a domino effect on other students thinking that they can pick and choose what they get to go to and put a price tag on that. While I would love to allow everyone to come and participate in everything, I just don't think it's fair for Non-APSA members to get the perks of being an APSA member.
- **Julia:** I want to add on to that about making APSA membership more inclusive and strategies we can do to make that happen without having to go this route. I feel like this could be a conversation starter about how we can change things retroactively but I know a lot of people buy APSA memberships purely for the intramurals and you are taking that opportunity away from the folks that bought it for this sole purpose to purchase it with a discounted rate. I do not think that is fair and as VP Finance I would not support this, personally.
- **Bojana:** I will echo this, as president I don't think I would support this either. I am curious to see if everyone agrees or if anyone has a counter argument.
- **Alyna:** I agree with Julia and Bojana, honestly. I feel like at orientation, a lot of people were asking me

questions in regards to the intramurals and I was hyping it up and telling them that one of the perks of the membership is free intramurals. I just don't think it is fair to them, especially because the majority of the first year students already purchased their memberships, I don't think we can turn around and say if you just want to play intramural sports, this is the reduced fee. Also, I agree with Julia, and I think this can be a retroactive conversation, however, since we didn't figure this out prior to first years already purchasing their memberships, I think the conversation needs to hold off until next year. Those are just my thoughts though.

- **Goodwin:** I don't want to call anyone out or anything or put anyone on the spot, but do either the first year rep or second year rep have any general insights to this? Have you heard any viewpoints that have come out through word of mouth, emails, or Google Forms? I know the first year rep just started so if you don't have anything to add, that is totally okay.
- **Sarah:** I haven't heard of anything from the first year class nor mine, sometimes I get emails about the textbooks but I personally haven't heard anything about intramurals.
- **Bojana:** I am curious if the first year rep has anything to add or any comments. Jazzi, I also have a question for you. Actually I am going to ask you first Angela first, as a first year student, do you know how we can better inform students on everything that APSA offers and what the acronym stands for. Do you feel as a first year student, I know I'm putting you on the spot but do you have any feedback for us and do you think you understand what an APSA membership gives you?
- **Angela:** Yeah I think I understand pretty well all the benefits of having an APSA membership. Such as the resource library, events, intramurals, etc. One thing that could be better advertised was how to get involved. Elections were very short and it was a very short turn-around period. I think the deadline was the previous Tuesday 2-3 days into school and at that point we only had 3 days together as a class if you're counting orientation. Also, I know just talking to some of my friends, they do want to get involved with APSA and potentially run for social rep but I think one of the barriers that they face is communication about what roles within APSA entails.
- **Bojana:** Awesome, thank you so much Angela. I know we were talking this summer about how we can advertise our specific roles and how to get involved. Maybe we could have a quick little announcement at the beginning of class on how to get involved and give a quick little down of what we do. I know the first few days are overwhelming and if people are in the dark and have questions I want them to have an opportunity to ask questions. I don't know if learning how to get involved would help students get involved but I think it's a good first step. Just to circle back to the agenda item, it seems like Alyna and Julia are on the side of not giving the discount and I think I am on the same page as well. I think it will be unfair to the people that bought memberships solely on the basis of intramurals but not compensate them like we are for other students. I know that is not the best news to deliver to students but trying to keep in mind the large collective of students we have to advocate for and think about what is in their best interests. Also, if you need help or support in giving the message and being the messenger feel free to reach out.
- **Goodwin:** I have no worries about that. I think as per my response to them, I mentioned that I would bring it up in a general council meeting and I think you all gave super strong points as to why this is not feasible. I am sure they will understand. I don't think we have to go into a vote or motion then.
- **Bojana:** If you have any barriers holding this conversation, definitely reach out. I don't want you to feel alone in this. You seem pretty confident and I don't want to overstep but if you run into any barriers just message me or Alyna. Also, thank you for bringing that up and for everyone giving your thoughts.

8. MOU Faculty Negotiations Update - Julia (1 min)

- **Julia:** So as everyone knows, we have been working on the faculty negotiations since the summer but I just learnt that there are restrictions in place on how faculty funding can be used which may affect some portfolios, but not everyone. I am currently rearranging some things and making changes on how I initially planned things, but whatever happens the budget is going to stay the same. I told them that a lot of work was put into the summer in regards to its creation and adjusting it throughout the summer and I do not want to accommodate any more cuts. I am working on getting this finalized but hopefully by the next meeting, I'll have an update for you all and a confirmation on the amount of money we have. I just wanted to give a little update that everything is under control, finances wise.

9. Funding for Prizes - Julia (5 mins)

- **Julia:** The second thing I got in question, was if the council can give a portion of their budget that we approved this summer, for prizes. When we approved the budget, the plan was to only give out Blue and Gold tickets as prizes or mint cup points, however, some councilors told me that it does not fit in with their event or their portfolio. So, I was thinking that if a councilor wants to just use a portion of their budget for their own prizes, that is okay as they see fit. We would not be increasing anyones budgets, as that is not feasible, however, you can do whatever you want with the money we have allotted to you, within reason. I think keeping the students in mind is the most important so if you think purchasing a few gift cards would be the best for you, you can go right ahead. You all know how to best carry out your portfolio, and I just want to help support that. The only thing is that the plans to spend are still within the values and principles that I outlined in the budget. I wanted to see if anyone had any questions or concerns about that and if there is any feedback so I can get your support on this motion.
- **Kevin:** Hey just to follow-up with everything, for anyone who is interested I can give some prizes as well such as drink tickets or game tickets for all the bars around Edmonton which may make things a bit easier on the budget as well if it is needed.
- **Julia:** Thank you, Kevin.

Motion: BIRT Councilors that submit a request to VP Finance with a plan to use a portion of their current budgets for event prizes (ie. non-Blue & Gold tickets or Mint Cup points only) for the 2022-2023 academic year.

First: Jazzi Second: Justine
All in favour.
None opposed.
Bojana abstains.

10. Team Expectations Regarding Events and Communication - Julia and Alyna (10 mins)

- Event Organizer Training, [Event Google Spreadsheet](#), Advertising + Posting on APSA Members Corner, [Room Bookings](#)**
- **Julia:** So I just wanted to take an opportunity to bring out an area that APSA has been experiencing challenges in and this is related to event operations. Some consequences have come up and I think it is due to unclear expectations from the executive council, poor communication but it has led to some of our team members feeling quite stressed, confused, and unable to bring out the events to plan. Inefficiencies have been due to double booking of events without checking with Alyna that your date is okay, advertising events that have not been approved by Bearsden yet, not reaching out to Alyna for rooms within the time she needs from central student booking, and the concern is that because of these inefficiencies it does leave a negative impression on our student members. We have offered a valuable student membership with their fee and if we cannot meet their expectations we will lose their trust and support. They are not able to see all the behind the scenes work that gets put in the event planning out councilors are doing. I

think the challenges are because there is not a createpipeline for councilors when they are planning their events. Alyna has talked about it on multiple occasions and made Facebook posts and emails however, I think having it all laid out on a single document would help. I know it is super weird for us as we have never been in person before, so mistakes are expected to be made, however we need to do better. Learning how to operate ASPSA in person has brought forward a lot of challenges and barriers, but we have to learn from them to the best of our ability. Also, whatever the team is struggling with cannot affect the work we give to the students. Alyna and I needed to intervene before this continued. We were thinking of creating a document about the exact rules and regulations about the steps that need to be taken prior to planning an event, on paper, not just through word of mouth. Any event that is planned or advertised needs to go through these steps or else we will start removing posts from APSPA Members corner and physical posters, which I know Alyna has already had to do for events that have not gotten Bearsden approval. What the pipeline looks like in barebones right now, but it is your responsibility to check to ensure that an event is not being double booked, and then you must double check with Alyna to ensure that your date and time is okay. Then, you have to give Alyna at least 10 business days to try to get the room from the central student campus. You cannot give her 1-2 days notice and expect this to be done because it is literally university policy. You need to also read the AHS requirements when it comes to preparing or serving food. Also, if there is any money involved, you need to double check this with me. This year we are working on inclusivity and we need to have plans on how our events are going to be wheelchair accessible as well. Our events need to meet AHS and university requirements, and then after you get your Bearsden approval as well as location approval, you can begin advertising. If any event does not meet these requirements, the executive council will remove them as it is affecting APSPA's reputation.

- **Hubert:** Hi so I was just wondering if this has to do with only events because one of the things I wanted to do with my role was to make GFC Student Union meetings more accessible and post them on APSPA Members corner. I know Alyna already said it was okay, but I just wanted to confirm with you, Julia.
- **Julia:** GFC falls under the Student Union meetings and student unions are available to the public regardless, but I don't see any issues with that. Thanks for checking
- **Sarah:** I just want to clarify when we talk about events, fundraisers events too? I know I got approval for my fundraiser that starts on September 26th. Should we also try to organize our sales so we don't have too many sales at once?
- **Julia:** Fundraisers are events under Bearsden, anything that has to go through Bearsden and has university police we want to make sure it is being followed.
- **Alyna:** I just wanted to add on to what Julia has been saying. There have been a lot of issues in regards to both student services and central student bookings, so in the past it hasn't taken the 10 business days to book a room, however, because they are so swamped we really do need to send those in advance. For example, for Mint Cup Banners and the Amazing Rx Race, I sent those in on September 3rd, and I still haven't heard anything back. It is definitely not as efficient as it was last year, but that just means that we all have to be organized and plan ahead accordingly, as this is imperative. I know there's been a few events this year that have been advertised without Bearsden approval or with a specific room when they hadn't even asked me yet which has led to the event being canceled as these things do take time. And as Julia mentioned, we are all learning and growing but we just need to be a bit more organized. I have also been seeing all of these events advertised and then I have to chase people for information in regards to what room they need, what the details are to add to the Google calendar, etc. which has been a lot more work on my end. I will now no longer be booking rooms for people, if they do not fill out my Room Booking Google form as that is the event organizers responsibility, not mine to chase down and confirm. Also, Julia, do you want to talk about the changes we made to the Event Booking Google Form super quickly?
- **Julia:** Maybe we can just talk about it when we release the pipeline.

- **Alyna:** Sure that works, just a little heads up though that this form is now locked as people were accidentally deleting other people's events and it was a little bit chaotic, but if you need me to add something on your behalf, just message me. Also, Julia and I are going to work on the pipeline and as soon as it's released, I will send out an update on Facebook and via email.
- **Bojana:** I know that there was a lot of work done by a lot of people over the summer and a lot of people took a well-deserved break this summer too. However, I think that we do need transparent communication and it's also a learning experience. Being in any leadership role, there is a steep learning curve. However, I just wanted to emphasize that if you are collaborating with anyone, you do need to receive a green light when somebody is working on setting up all the event details, aka Alyna in this case. Also, if you can ensure that you follow up in a timely manner so you're not hindering anyone else's abilities to complete their own roles and responsibilities in their respective profiles. If anyone ever has any issues or any conflict or something, please reach out to me please reach out to myself or Alyna so we can have a conversation on how we can better delegate tasks. Actually, maybe reach out to myself or Tamara, as this may be more so of a professionalism issue. Like I said we all make mistakes, we're learning, and growing but all I ask is that you can be honest with yourself.
- **Alyna:** I also pinned the room booking form to the top of our APSA Councilors and Officers Facebook group and it is also linked in the agenda if people are struggling finding it. It might be easier if you just star it on your drive because then you can easily access it again.

b. Updating the Google Calendar

- **Alyna:** Lastly, I would just like to post a reminder to update me about what events you need to be displayed in the Pharmacy Google Calendar. As I mentioned, I have been chasing people about this to try and match it to what events I have been seeing advertised on Facebook. However, if you could just shoot me a Facebook message or email with your event, time, and a description that would be greatly appreciated. We can also add tentative events to the calendar, so it doesn't even need to be events that have Bearden approval or a room yet. Those were just some team expectations and communication expectations that Julia and I wanted to quickly mention. Does anyone have any questions or concerns about anything at all?

11. Additions to the Agenda:

12. Adjournment (6:32pm)

Motion: To adjourn

First: Julia Second: Tamara