

What have I done as President Elect

February / March:

- Ordered some Subway for AGM / made Facebook event.
- Created Communications Questionnaire for student feedback.
- Constitution and Policy committee meetings.
- Attended General council and Executive Council Meetings.
- Provided support to student who was appealing a failed rotation.
- Planned Spring cleaning and reached out to Dent Shine / MSA rep's.
- Had a sit-down meeting with Dr. Davies.
- Started MMF negotiations with Dallyce.
- Assisted in the 4th year Class / Social Rep voting process.
- Went to the RxA spring conference to meet the Board of Directors.
- Invited all of incoming Executive Council to CoFA meeting – Via Jes Via Akangsha.
- Throw out all yearbooks greater than ooh say 5 years old from the storage locker.
- Create email lists / facebook group chats for council and executive council.
- Get councillor bio's to give to the It director to update the website with.
- Faculty Appreciation in coordination w/ CAPSI and those who need to show appreciation.

April:

- First RxA BOD meeting.
- Changeover meeting.
- Discussed whether or not the PPP program should cut one rotation with program coordinators.
- Met with VPAdmin. Created email message groups, got members added to facebook page.
- Had Councillors fill out contact info on online excel sheet.
- Had councillors create a bio / photo to google doc for IT director to upload to website.
- APEX Awards
- Change Bank Account signing authority over to new president via James
- Meeting with fundraising director and VP finance about money.
- Asked Dallyce which days I needed to book off over the summer proactively. (faculty retreat/admissions committee)
- Dealt with VPSS stuff.
- Continued MMF discussions and planning.
- Ensure only current APSA members are on APSA members corner (delete old members or delegate task)

May

- Send Dallyce a list of all incoming APSA councillors and officers.
- Apply for SU awards (a lot of work).
- Deal with by-elections
- Find a day for the summer retreat and start planning.

- Find candidates to sit on the PharmD implementation committee (2) and research day committee (1).

June

- Attend RxA meeting.
- Suggest candidates to be on admissions committee.
- Attend admissions committee.
- Plan Summer Retreat.
- Met with RxA employees to discuss APSA sponsorship.
- Submitted SU awards application.

July

- Updated APSA welcome letters on Ualberta Pharmacy homepage.
- GLO training (3 parts)
- Register APSA as a student group on bears den.
- Re-registered APSA as a student group
- Talked to RxA about backpacks and sponsorships.
- Sent new welcome letters to add to the website to faculty for the incoming class.
- Discussed new menstrual product initiative with Akanksha / VPSS.
- Found out APSA is being audited, waiting on further details from VPFin.

What I have done as President:

August

- (At this point I stopped filling out this form, things got overwhelming and while I intend to add some of the things I have done, there is no way I can come up with a full list).
- Helped VP Social Plan Welcome Back BBQ (submit on Bearsden 15 business days in advance).
- Started in process to plan Saving Second Base / Breast Fundraiser ever (field bookings / event submission). Insurance needed for this event – contact Dallyce and she can get insurance for these types of events through the Faculty.
- Met with RxA to discuss orientation day.

September

- Organized APSA exec. And council meeting times with VP Admin for whole year.
- Worked with CRO to recruit First Year Reps / Run Elections.
- RxFactor Committee meetings
- By-Elections
- New “ Social Media Officer” position creation.
- Worked with VP Finance to finalize MOU agreements with Faculty.
- Looked into annual insurance policy- better off to go through faculty, I think.
- RxA board member orientation.
- Met with RxA to debrief about orientation day and backpacks/student RxA membership.
- Multiple Lunch and Learn offers to get planned out- delegated to councillors.
- Grad Committee bank account swap.

- Dealt with various professionalism concerns.
- Met with ACP members to discuss how they could get more involved with the students.
- Wrote formal email to non-APSA members explaining membership benefits.
- Met with Librarian Janice Kung to discuss collaboration.
- Went to COFA meeting
- Went to SU meet and greet at Deweys.
- RxA fall conference / AGM / Fall Meeting. → now on governance committee and recruitment committee with the RxA.
- Sent RxA answers to various questions to build a profile.
- Met with Dean about budget negotiations.
- Got budget approved.
- Faculty Council Meeting.

October

- Deferred exam for sick student
- Finalized budget approval.
- Addressed professionalism concerns X 1 000 000*
- Delegated various emails from external sources to appropriate council members.
- Created and helped develop new social officer position.
- Helped facilitate transition to change number of members of the wellness committee.
- Facilitated Drugbank discussion via StartUp Edmonton.
- Helped social rep. find pricing for on campus venues.
- RxA committee meetings x2.
- Discussed AGLC necessity with Faculty members to aid SAF pharm Director in bringing in Cannabis company for Industry Trade Show.
- Tried to address lack of yearbook for class of 2019.
- Facilitated relationships between RxA and Council members.
- Helped provide RxA members dates for Advocacy Event.
- Met with Faculty Alumni correspondent to discuss alumni relations.
- Facilitated DrugBank Meeting.
- Informed VP Academic about possible future relationships with Drugbank / Followed up.
- Correspondence between SU and

November

- RxA Membership Committee meeting (teleconference).
- Signed Cheques with Michael
- Met with Dr. Bachynsky to discuss future of pharmacy.
- Helped RxA facilitate leadership event.
- Professionalism Committee Meeting
- RxFactor Committee Meeting(s)
- COFA meetings regarding potential tuition hikes.
- Looked into Post secondary cuts and developed action plan for APSA.
- Evaluated confidential documents via RxA and gave feedback.
- Coordinated Communications: faculty -students.

- Acted as liason for multiple recruiters from career fair.
- Updated BearsDen.
- Helped promote sponsorship for Independent night.
- Passed along emails and delegated tasks.

December

- Worked with VP Finance to approve APSA Council Holiday Dinner.
- Gave the RxA a Christmas card with a "Thank you for your continued support" message. Would recommend in the future APSA do a Christmas card with a group photo and send it to all major sponsors including faculty.
- Contributed to VP Academics ACP APSA Annual Report. (Showed to RxA at meeting).
- Governance Committee Teleconference. (Was expected to read the RxA By-Laws and Policy Manual Prior to).
- Unfortunately missed RxA December meeting due to exam schedule. Caught up on meeting minutes.
- Worked with Faculty and TeamUp Science to add some pharmacy "Swag" to their attendee gift bags (FoPPS brochures).
- Collaborated with Dr. Sanghera to help student who failed a rotation develop an action plan.