



APSA General Council Meeting - Summer Retreat

September 1st, 2024 @9:00am, online via Google Meets

1. Call to order (9:01am)
2. Roll call (2 min): Gauhar, Max, Allison, Amy, Megan, Don, Georgia, Hafza, Jayden, Judy, Julie, Kevin, Nathaniel, Rebecca, Jacob, Mike, MacKenzie, Matthew, Naomi, Kirsten, Vincent, Miguel
 - a. Regrets: Brent, Toni, Bruce, Denae, Fiona, Sania, Joshua, Zach, Madison, Marissa, Remi, Yeganeh, Isabella, Siddhi, Julia, Merry, Prerna, Sarah, Tiyani, Jin, Amitoj
3. Additions to the agenda (1 min)

Motion: To approve the agenda - including the [Google Slides](#)
First: Nathaniel, Second: Amy
4. Minutes of the last meeting (1 min)

Motion: To approve the previous meeting minutes
First: Jayden, Second: Kirsten

New Business:

5. Housekeeping: What should have already been completed - Megan (2 mins)
 - a. Description: Items that general council should already have access to & have completed, such as access to the shared drive, the Discord server, and APSA google calendars; completed items include EOT, uploading biography & photo, and the dietary restrictions google form. Room booking requests for September are complete.
6. Housekeeping: Ongoing - Megan (2 mins)
 - a. Description: Things to keep in mind for this year- APSA office code, updating the contact sheet if you need to make any changes to how you want to be contacted, email me if you want to see any changes to the constitution, and not a bad idea to get a head start on a transition document for next year's council.
7. Meeting times - Megan (5 mins)
 - a. Description: General Council meetings will be Tuesdays at 4pm, alternating weeks (first one on Sept 17th), tentatively scheduled in ECHA 2-420. Executive Council meetings will be alternating Tuesdays with General Council meetings. Student Services-Executive Council Meetings are TBD, likely once per month
8. Event tracking - Megan (8 mins)
 - a. Description: Reminders on how to fill out event tracking sheet and how to plan events
9. Summary/expectations - Megan (5 mins)
 - a. Description: Expectations surrounding meeting deadlines, attending meetings, and providing

notice for events

10. APSA/MSA Sports Game & Social Event - Gauhar (for Isabella) (5 mins)
 - a. Description: I've reached out to MSA regarding organizing a Sports game and subsequent social event to promote interprofessional connections between our faculties.
 - b. Notes: Sports reps, VP External will likely be involved in this too. Volleyball, basketball, soccer, or dodgeball are the potential sports.
ACTION ITEM: IP Director to send out Google Form to MSA to send to their students in regards to sports/social events and based on their interest we'll go forward from that.
11. President Update - Gauhar (10 mins)
 - a. Description: General updates
 - b. Notes: We are here to support councillors in their role, contact us if you want to meet with any of us, reach out to us if you are feeling overwhelmed. Reminder to remain professional when representing APSA. Tristyn is the new psychologist available to us if anyone needs her. A new receptionist has been hired. There will be a new skills and new pharmaceuticals professor as well.
12. VP Academic Update - Amy (10 mins)
 - a. Description: Emphasis on blacklisting and meeting attendance, reminder about professionalism
 - b. Notes: Reminder of values to carry with us in all spaces as students, APSA councillors, and committee members: responsibility, reliability, accountability, respect for others, honesty, integrity, commitment to excellence. Guide to blacklisting: events where students RSVP and are EXPECTED to show up. Students need to reach out if unable to attend. Suggest blacklisting events that are resource-intensive/expensive. If your event is blacklisted, include the information in the linked google doc in the slides for student's information, and fill out the blacklisting google form AFTER the event, even if there was no one that no-showed. Reminder to let Megan know if you can't make it to meetings, don't have to give a reason, but if multiple meetings are missed, we will reach out. Information on the professionalism committee: minor issues go to Amy, Gauhar, and/or Megan. Major issues go to the professionalism committee: Amy, a faculty member, Gauhar/Megan, 1 non-council student.
13. VP Socials Update - Julie/Jayden (5 mins)
 - a. Description: Save the dates, mint cup points
 - b. Notes: Fill out Google Form if you'd like to give out Mint Cup points at your event
14. VP External Update - Rebecca (5 mins)
 - a. Description: RxFactor info
 - b. Notes: RxFactor will be at the Myer Horowitz this year on Saturday, November 23rd. The theme this year is Award Show (like the Grammys), black/gold/red theme.
15. VP Student Services Update - Nathaniel (15 mins)
 - a. Description: APSA membership cards, mentorship program, S&W committee, mental health resources document, psychologist
 - b. Notes: Membership cards are ready (20 different companies this year!), hard copies will be available to be handed out within the first couple weeks of school.
16. CAPSI Update - Max (4 mins)
 - a. Description: Upcoming CAPSI events, PDW, and PAM events in March
 - b. Notes: Jin will be hosting a CAPSI awareness week (online) next week to help make people aware of what CAPSI does in hopes of clearing up the benefits of CAPSI membership vs APSA membership. Other upcoming events listed in event sheet. PDW is in Halifax this year, it will be cheaper this year to go. If you want to plan a PAM event, let CAPSI Jr/Sr know WELL in advance. CAPSI Members Corner (online) will give you access to

17. VP Fundraising Update - Gauhar (10 mins)

- a. Description: Update presented by Gauhar on Brent's behalf
- b. Notes: Sponsorship package was revamped at the start of the summer, we want to build longer relationships with sponsors rather than just on an event-by-event basis. Using bronze, silver, gold, and platinum tiers. These higher tiers include benefits, recognition throughout the year. There is now a social media policy for sponsors as they want to see engagement from students online, this will include Instagram, Discord. This policy is mostly for non-partnered sponsors as there is a fee for sponsored posts (this fee is waived for partners). A new project will be to create a "Thank you sponsors" video to recognize the sponsors. Note to photographers: try to capture more crowd shots. Lunch & learn revamp: we will be charging sponsors for these events going forward (?\$500? To be confirmed); if a sponsor is not promoting a brand/trying to recruit and is not adding to students' clinical knowledge/professional development, then there will be a smaller fee.

18. CSHP Update - Jacob/Miguel (6 mins)

- a. Description: Changes in CSHP membership, upcoming events, Banff seminar
- b. Notes: first year student membership is FREE now; first event is in September (Student symposium) to highlight what CSHP does, CABS at the end of October, other events throughout the year, Banff symposium in March. EBM competition was previously held during PAM, but this year CSHP national is considering doing it in September/October in conjunction with CAPSI. (CAPSI prefers the first week of November). CSHP committee still has unfilled positions, see application package from Yeganeh.

19. Approval of APSA-affiliated clubs - Megan (2 mins)

Motion: Be it resolved that Rxl, LGBTQ+PhSc, PSMH, PCF, and MPSC are approved as APSA-affiliated clubs for the 2024-2025 year.

First: Rebecca, Second: Nathaniel

All in favour

None opposed

Gauhar abstains

Motion carries

20. VP Finance Budget review - Kevin (10 mins)

- a. Description: Quick budget overview
- b. Notes: All councilors/officers/club reps should review [the budget](#) for their portfolios.
ACTION ITEM: IT director to post public-friendly budget on the APSA website for transparency (as per our constitution) in a week or two.
Motion: To approve the 2024/2025 Budget
First: Jayden, Second: Nathaniel
All in favour
None opposed
Gauhar abstains
Motion carries

21. APSA Website Overhaul - Mike (10 mins)

- a. Description: The entire website is finishing up a reformat. Changes include generalization of dates, simplification of updating for the next director, and reorganization of the site map.
- b. Notes: Councilors should review their relevant page(s) on the website and submit a change request if they want something changed.

22. Research Councillor Plans - Vincent (5 mins)

- a. Description: Trialing format with more food, looking for presenters, please come

- b. Notes: PUJC in the fall will be once a month (3 sessions), looking for presenters in October & November. Trying to have the research symposium earlier this year as May has not been ideal in terms of student turnout; considering opening up journal club to other health science students but last year it didn't turn out too well (consider HSSA & MSA involvement → IP director)
23. Summer Retreat Celebration information - Megan/Gauhar (2 mins)
- a. Description: Celebration will be on Sept 7th from 10am-2pm at Rundle Park picnic site #4, reminder to please complete the dietary restrictions Google form if you have not yet done so as food will be served at this event
ACTION ITEM: President or VP Admin to send spreadsheet for car pooling to Rundle park
Motion: To move into camera
First: Megan, Second: Kirsten
Motion: To move out of camera
First: Kirsten, Second: Vincent
24. Q&A Period - Gauhar/Megan (15 minutes)
- a. Description: Time for council to ask questions
25. Presidential Transition - Megan (5 minutes)
- a. Description: Vote for the transition of Gauhar Ali to APSA President and Prerna Sharma to Past President for the 2024/2025 year.
Motion: To move into camera
First: Vincent, Second: Georgia
Motion: To move out of camera
First: Nathaniel, Second: Kirsten
Motion: Be it resolved that as of 10:54am on September 1st, 2024, Gauhar Ali officially transitions into the role of APSA President and Prerna Sharma transitions into the role of past-president for the 2024-2025 academic year.
First: Max, Second: Jayden
All in favour
None opposed
Gauhar abstains
Motion carries
26. Additions to the Agenda: None
27. Adjournment (10:58am)
- Motion:** To adjourn
First: Kevin, Second: Max