



APSA General Council Meeting  
 August 28th, 2023 @9:00am, online via Google Meets

1. Call to order (9:05 am)
2. Roll call (2 min): Prerna, Sarah, Goodwin, Allison, Amy, Analise, Angela, Brooklyn, Hadeel, Sydney, Hafza, Jin, Kevin, Kirsten, Makayla, Michael, Naomi, Talia, Vincent, Yeganeh, Zach, Amitoj, Jin, Cassandra, Sara, Haleema
  - Regrets: Gauhar, Zainab, Alyssa, Andrew, Haley, Dylan, Sarah P., Dylan, Malcolm, Hubert, Evana, Asmaa, Merry, Nick, Kurtis
3. [Additions to the agenda \(1 min\)](#)  
**Motion:** To approve the agenda  
**First:** Talia, **Second:** Brooklyn
4. [Minutes of the last meeting \(1 min\)](#)  
**Motion:** To approve the previous meeting minutes  
**First:** Talia, **Second:** Jin

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New Business:

5. **Housekeeping (Sarah) - 20 mins**

- **What Should Have Been Completed:**

- **Sarah:** Okay so starting off with what should have already been completed. You should have received access to the Google Drive, Council Facebook Group and Council Google Calendar, if not you can contact me to get you in. And then what should have been submitted by you is EOT, biography and photo, office hour time slot (if applicable), September room bookings and budget. For EOT proof of completion, which I understand there were issues getting a certificate for some people so I was fine with proof of completing all the modules. You should have also submitted your biography and photo for the website, I have finalized the office hour time slots and I have sent out calendar invites. I did not send an email because I was worried it would spam you since it's a repeating event, but if you go to your calendars you should see an invite to the event. If there is anyone who wanted to host an event in September, who hasn't contacted me, please send me a message during this meeting as I will be submitting requests for September room bookings right after this meeting. Details on how to track events and handle the room bookings will be brought up shortly. And lastly, Goodwin requested budgets to be submitted so hopefully you have replied to the email from him.

- **Ongoing:**

- **Sarah:** Now for things that will be ongoing throughout the year. APSA has an office in ECHA, the code is in the Facebook group and it is 5903\*. I have contacted some of you regarding APSA website, but I would like to thank Andrew Dam who is not here today for all the work he has been doing to update the website. But if you would like to submit any changes you can submit it to the link on the slide, he will be converting to a Google Sheets starting September 5th though. I know some councilors have alternate emails for APSA related conversations, so if you would like to receive emails through a different email please update your email on the contact sheet. You should still be responding relatively fast on this alternate email so if I notice you aren't responding to things I will start including both of your emails. If there any documents that might be helpful or good for records, I recommend you save a copy to the shared Google Drive. Also another thing is I currently have it so that people can make copies or download the document if they

do not have permissions, so keep that in mind when sharing documents in APSA Member's Corner. I will be looking into if I can make a single folder for something that is accessible for general APSA Members to Access. I also made a Table of Contents for our Google Drive if you are having trouble finding something, but I am open to moving things if you think it doesn't make sense so just let me know. And two things to keep in mind throughout the year is regarding the constitution and transition documents. If there is something that you think needs to be changed in the constitution, let me know so I can make a note of it whenever you see an issue to discuss in the Constitution and Policy Committee. Regarding transition documents, I hope everyone received a transition document at least, but I would like to recommend that you consider making a copy or starting a new transition document which you add to throughout the year so you can make note of things your predecessor didn't think of or perhaps something has changed this year. If you start working on it now, it won't be as much of a crunch in April after finals when I am nagging you.

- **Council Meeting Times:**

- **Sarah:** Okay, now I sent this poll out, but we have a few options for our general council meeting and I wanted to get the time finalized because I also have to submit room bookings for the meetings after this. But we are down to a few options so I want to get the councils final opinion so everyone who came today gets final say. You only get one option and I want you to type 1 in the chat for Thursday 4pm or type 2 in the chat for Wednesday 5pm. Regarding who can attend meetings, for general council any APSA member can technically attend, but if we move into camera for something confidential any non-council member will have to step out. Officers are not required to attend general council meetings, but if you would like to go that's not a problem. You can check on the Contact Google sheets if you don't know what role you are. And I would like to let you know that you are allowed to attend executive council meetings if you want to discuss something there, execs will just have a quick vote to let you attend the meeting. General and Executive council meetings alternate weeks with each other, so General Councilors only have attend the General meetings biweekly. Execs also have a biweekly meeting with student services the same week as General council, so if you have something you want to discuss there, please talk to Prerna or I about letting you attend that meeting. If you have missed a meeting or want to know what happened at the exec meeting, the meeting minutes will be placed on the website within 30 days of the meeting. I will aim to have them done within the day but may be some time until its posted. If you want the meeting minutes earlier, you can message me for access. And based on the votes, we are going with Tuesday 4pm as our meeting time, if there is a major issue I can look at changing the meeting time for the winter semester.

- **Event Tracking**

- **Sarah:** We are getting close to the end of housekeeping things from me. Just so we are all on the same page for events, I have created this Event tracking spreadsheet, when you are planning an event please check here first to look at if there is a conflict. Jin has assisted me in adding the faculty events as well so you know if there is something going on. Another thing we want you to consider is if the event will be APSA members only (Lunch and learns by default are APSA member only), for everyone including non-APSA member (anything giving out Mint Cup points will be considered for everyone), Blacklisted event or class specific. For Blacklisted events, is when we enforce attendance

by people who RSVP, it isn't required, but for big events like Independence Night where there is potentially a large cost/sponsorship, you can add that blacklisting. If a student RSVPs and does not attend then there are steps that Talia and I will be taking. I will let Talia cover the enforcement of blacklisting event later in the presentation.. Please make it clear in any advertisement or Google form RSVP who is allowed to attend. Just to make things easy for you, please submit your BearsDen form as soon as possible at least 15 business days in advance and while you are at it, you can message me to submit a room booking for you too Please update the check box when you get BearsDen approval so I can modify calendar events to not say Tentative, it helps avoid confusion.

- **Summary:**

- **Sarah:** Okay last slide from me for a while, mostly just summarizing my points with some general expectations. I will hassle you for semesterly reports, transition document, filling out polls and more. Please give me notice if you are unable to submit a document. I understand we have other things going on in our lives, but some notice would be appreciated if possible. Council meetings will take place in person only this year, so please respond accordingly on the meeting invites in advance of the meeting. Office hours for General Council members, not including officers. It's online and you just need to be available for the first ten minutes of lunch assuming no one comes. You don't have to keep your camera or mic on, but if neither councilor can make it, please notify Prerna or I so we can act accordingly. And for events, I want us all to try to be on the same page so in order for that to happen to need to track things with the spreadsheet or update each other in meetings. Please submit to BearsDen as soon as your details are confirmed and contact me to get your room booked if needed. Anything to add Prerna?
- **Prerna:** I think you covered most of it. Um, biggest thing for Sarah and I is just communication, just like let us know when you can't make meetings. Let us know what's happening. We don't need details about like why you can't but just give us give us some heads up because I think for meetings at least for general council we have some guest speakers that are coming here and there and I want I want good attendance I want like us to make good impact and stuff like that. So yeah, just communication on our ends that I think like and so everyone submitted their biographies and their pictures. Regarding the APSA website, if whoever hasn't submitted can submit it before school starts that would be great just because I know we want to get the website up and running as its where people go to contact council members and stuff as well.

#### 6. **President Updates (Prerna) - 5 mins**

**Prerna:** As you all know, I've been meeting with quite a bit of you throughout the summer just to see how things were going and just to check in and I think I've met with most folks here, which is fantastic. I hope those meetings helped. One thing I did want to say was we had to change all the APSA emails have been removed and there is only one UAlberta contact email now and that is Goodwin's ([apsavpf@ualberta.ca](mailto:apsavpf@ualberta.ca)), but there is still the general APSA email ([apsapharmacy@gmail.com](mailto:apsapharmacy@gmail.com)). In terms of transition documents, I've asked most of you during the meetings if your predecessor has given you transition documents or has had meetings with you and most of you have either brought up concerns that they haven't or you have said they have. If you still don't feel like you have enough information and enough support in your role, please let me know that's what I'm there for. Just communicate it with me and we'll work on it together either. I will get you to connect with that individual or I will help you with that role and we can make it our own. Yeah, and other than that, I know I have a couple of meetings with you coming up, which will be

nice, but I'm excited for this year. I think it'll be a good one. I think we'll have a lot to do and I think we'll make a lot of strides in pharmacy and advocacy and just in general I think we'll make it a fun environment for all the first years coming. Of course remember to make all your events accessible and as inclusive as you can. I want everyone to feel like they're welcome and to be excited about these events. And I had one more thing to say the RxA point that I wanted to make was I've had quite a bit of meetings with them this summer. And Ali Damani from RxA kind of wants to come up to the first general meeting, just to talk to us, so I told him I would kind of just check in with everyone before I said yes to it. Maybe Sarah and I can send out an email just to kind of gauge how many people will be coming to the first council meeting and how many people are comfortable with him coming. I think he just wants to talk to us and get to know us and see how many people know about RxA and all that good stuff. So yeah, if anyone's super opposed to it, please just let me know or you can talk here as well. If you're not, we can have a separate conversation.

7. **VP Academic Update (Talia) - 10 mins**

- **Representing APSA and the Faculty:**

- I want to keep this relatively short and sweet. I'm not going to talk about anything about awards because that's not until January and that's not really relevant to everybody right now. Big thing that I want to talk about is professionalism and how we're going to be handling professionalism issues, because in the past, it's been pretty relaxed and there have been situations that have gotten out of hand and that's not fun for anybody. So just a quick refresher. So everything that we do as part of APSA represents both APSA and the faculty. So we need to be very cognizant of the image that we're portraying, and the way that we are behaving and dressing in situations where we're representing either of those bodies. If there are specific dress codes for events, they will be dedicated prior to events. But otherwise, if you're dressing like you're going to lab, you're in pretty good shape.

- **Deadlines:**

- We need to make sure that we are on top of our deadlines and that we're helping each other out and dealing with blacklisting, which I'll talk about in a minute. So I know Sarah and Prerna definitely alluded to dealing with event RSVPs this also applies to your schoolwork and assignments as well because school does come first. And any sign ups for any opportunities that might come up as well. And if it is, I want to say first and foremost we are an advocacy body so it is our duty to advocate for our members, for pharmacy students, for the profession and our patients as well. So please just be kind to one another and don't be too competitive about things. And we are expected to be accountable to each other. So we all have our own requirements, our own responsibilities and our own commitments that we need to perform in a timely manner. If any of this is of concern to anyone, please reach out to one of us. We are here for you and we want to see you succeed. If there is some sort of barrier, whether that's something that you can or can't control. Either just be aware or see what ways we can support you to make sure that you're able to fulfill your commitments in the best manner that you can.

- **Blacklisting:**

- Now, just getting into a little bit more about brasstacks here, so Sarah talked earlier about blacklisting, if people aren't familiar with what that is, basically, if you RSVP to an event, you are expected to show up and if you don't show up, that's not good. So when you are booking your events as per what Sarah talked about, please indicate if blacklisting is required. I'm kind of the one who's in charge of dealing with that. So all I

need to know is up to you how you want to track attendance for your events. A lot of folks will do like a form, and then they'll cross reference names when people arrive. Another option that I've heard about is using Eventbrite and just doing free tickets that way because there's like an Eventbrite app that the organizers can use in just like scan tickets and they can see who showed up that also can work. Whatever you decide you need to email Sarah and I with your plan of how you were going to deal with your attendance at least one week prior to your event. Earlier is better that way we have time to go through and make sure everything's in order. After the event, you need to send me only, not Sarah, a list of all the people who are no shows for your event within 48 hours. So for the folks who didn't show up but said they would get a morning email from me. Talking to Tamara, who was in this position previously, no one last year went past the warning email stage. So that's great and usually that little nudge is enough to keep people on the straight and narrow to minimize no shows. Reoccurring no shows, student will be barred from future blacklisted events for the remainder of the year. However, I am the chair the professionalism committee, and they can appeal that decision by the professionalism committee. And that's all dealt with on a case by case basis. So for events, I want to say the independent Night was blacklisted and there were a few others. So basically, it's those high cost events where you're spending a lot of money and you're putting in a lot of time and effort. And you really want people to show up and perhaps there's you know, issues with knowing how many people based on capacity or there's lots of interest. So if you say you're going to come please do. Those are the kinds of events that you want to see blacklisted. Now in terms of us and meeting attendance, as Sarah and Prerna said, if you can't make it, please just let Sarah know, you aren't required to give reasoning. However, if you say that you can't make it several times that might just warrant an informal confidential discussion with Sarah, Talia, Prerna or with any combination of us just to explore if there's any support that you might need, just to make sure that you know everything's going okay. And you know, perhaps you got like a bunch of colds and that's not your fault, like you're not going to be faulted for that, you know, stuff happens, life happens. But if there's any way that we can support you, we want to make sure that we can however, if you don't give notice that you're going to miss a meeting and you don't show up. First instance, you'll get a warning email just like with the blacklisting. Second time, we'll have that informal discussion. And third time that'll be referred to the professionalism committee. To be dealt with on a case by case basis. I really, really don't want to deal with any of that. I believe that we are all capable of managing our time and managing our schedules and at least notifying each other if we're not able to make it. So ultimately, as long as we all have good communication, this I really hope won't be an issue. And again, if there's anything that we can support you with in any way that we can help you out. That is what we're here for.

- **Addressing Other Professionalism Issues:**

- But there's also other things that can go to professionalism committee, so any behaviors or any incidents related to pharmacy students, whether or not they are members of APSA those are dealt with on a case by case basis. I am personally very much of the opinion that blanket policies and treating every situation similarly doesn't serve anyone. So, things can be simple misunderstandings, things can be intentional. Obviously, those need to be dealt with differently. Minor issues and little things might be dealt with

similarly to blacklisting and meeting attendance just depending on how things are happening and how many times it's happened before someone's mentioned it. And there's major issues if those arise, but we can involve the faculty as needed. Many of you might know who Trent Nabe is he is our main contact with the faculty in terms of professionalism committee and he will most likely be involved in those discussions. Therefore, please please please let me know if you've any questions or encounter any issues that you need guidance on. You know, professionalism committee exists for a reason. If there's a problem or something that's making you just even feel a little uneasy or a little bit uncomfy that needs to be addressed. The earlier we can deal with it and the earlier we can step on it, the better because we're just not allowing those situations to snowball into things where we have to involve the faculty or you know, things become blown out of proportion.

8. **VP Socials Update (Sydney and Brooklyn) - 5 mins**

**Brooklyn:** So Sydney and I don't have a ton of updates. We just wanted to let you know about some dates for the bigger events. We have orientation coming up on Thursday and I know we will see a bunch of there which we are excited for. Next will be the Welcome Back BBQ on September 5th which all students are invited so please try to make it. Other upcoming events include: Pharmacy Cup Banner Contest on September 11th, THE AMAZING RxACE on September 22nd, White Shirt Night on September 23rd, Unveiloween Afterparty on November 3rd, Rx Factor Afterparty on November 18th or 25th and Blue and Gold on March 23rd. We will have smaller events but none have been planned yet but they are usually in the evenings after school, so stay tuned. The only point we want to make is that if you want to give out mint cup points for your events then please reach out to us so we can document it on our spreadsheet to track points for prizes. That's all we have right now, but if you have suggestions or questions please contact us.

9. **VP External Updates (Jin) - 10 mins**

**Jin:** First of all, the confusion on the previous slide is on my part as I have RxFactor booked for November 18th but its in the process of changing to the 25th. I will let you know how it goes, but I will keep everyone in the loop, but you can see a sample ad. I have asked my Movember committee, but if you have any suggestions for two MCs or any judge, please let me know. The theme this year is Barbie to help you all plan your outfits. I want to make a Movember video series in September, but I wanted to ask if anyone has one of those iPhone dongles with a mic, but please reach out. I am looking to borrow it for a day or two. Last point is please nominate people, when I look at my responses I have 1 response for the class of 2025 and none for my class sooner is better than later if you want to see your classmate participate in RxFactor. The link should be in your class discord or weekly newsletter.

10. **VP Student Services Update (Cass) - 7 mins**

**Cass:** So I'm just going to start off with the APSA membership cards update, I was able to get discounts from 17 different companies. This year, I am planning on making a physical card, they should come September 8th. I will set up on the table at lunch one day to distribute it. I included a QR code with a list and list of all the discounts as well as general student discounts not specific to APSA, so if you know any student discounts let me know to add it to the list. Next is APSA mentorship program, I tried to change the program a little bit as not too many people were too happy with it. I have added an opt out program as not all first years were interested in the program as well as I plan to have 1-2 meetings/semester as some people forgot they have a mentor or mentee. I also added a APSA's Mentor Corner Google Drive to share

resources and a sticky note page to add suggestions on activities to do with your mentee. Next is Space and Wellness Committee, I am continuing with the same events as last year including: Build your own wellness kit, puppy therapy, paint night, also there is valentines day and halloween. In addition to this, some other events suggested by members of my committee. Next up is mental health, I want to have more workshops and lunch and learns for mental health groups as well as collaborating with our student group, Pharmacy Students for Mental Health. Last up as a general note, if you notice if the APSA lounge or PBLs [are lacking] menstrual supplies let me know. We are also looking into providing safe sex supplies in the washrooms.

11. **CAPSI Update (Zach/Angela) - 5 mins**

**Zach:** Just CAPSI update, I don't have much as most events take place in winter semester, but we have some lunch and learns in early September hopefully to recruit some committee members. We have the IPSF/CAPSI lunch and learn where we hope to recruit some first year students for our committee and then post it for other years as well. I know its late, but the roles of people on this committee is minimal as we are mostly looking for some extra volunteers for events. Haleon lunch and learn is going to be on voltaren. Loreal I am still trying to arrange a lunch and learn with them. Run for the Cure in October with fundraisers for Saving Second Base, we will continue headshot fundraisers and other things. We are trying to finalize deadlines for CAPSI competitions because it needs to be succinct but we will get the hand outs/materials once its finalized. With PDW we are finalizing the prices and what's included, but Alberta is going to get less seats for PDW because we are farther from Toronto than Saskatchewan last year. The best way to get a seat in PDW is signing up for the competitions to guarantee you a spot. My last point is that CAPSI national gave \$1500 to all schools to utilize as we please. Some schools bought hockey game tickets, some are just buying merch, not sure what I want to do. I had the idea of a golf tournament, but I am open to ideas. The only stipulation is that we need to advertise CAPSI/APSA.

12. **VP Finance Update on Budget (Goodwin) - 30 mins**

**Goodwin:** This is just a section where I will overview about the costs related to what our councilors are doing. I tried to exercise certain values with changes to proposed budgets and how we will spend APSA's budget this year. Just for a baseline about 100,000 goes in and out of APSA every year to run out events so that's why we need to be diligent and accountable in how we are utilizing our funds and getting sponsorships. So just an overview on how I have set up each slide, the initiative refers to an event or like the menstrual products for upkeep, the next column is account receivable referring to ticket sales, sponsorship or donations, third column is accounts payable anything leaving our account, but the last column consists of 3 monetary values: the first value is the proposed budget from the councilor, second one is the draft value I have set it to in drafting our budget and then the last number is the net value after money comes in or leaves. I won't talk about every single portfolios cost but just so you guys get the idea. This is a draft budget so hopefully as the year goes on and funds come in changes occur we can talk about changing how each item is budgeted. *(If there is no explicit subpoint for a portfolio there was not much that Goodwin mentioned explicitly about it)*

- **VP Social:**

- VP Socials' pretty big portfolio with a lot of money in and out. Orientation is a major touch point as there was a variety of costs including shirts but we came out with a bit extra after sponsorships. Mint cup is self-sustaining so net cost is hopefully zero most of the money there is allotted to prizes. Bar nights cost a lot but even though its ticketed it doesn't fully get covered after the event. Skating is just related to ice rental cost. Evening events are based on sponsorship so the price of each event is different. Overall, I think



that Blue and Gold is the most expensive costs for APSA in the year, we are budgeting 40,000 despite the request of 50,000 but we usually end up spending 10,000 after sponsorships anyway. It just depends how ticket sales will be adjusted for.

- **VP External:**
  - For RxFactor and Movember there are a bunch of events together so we have it as a total event for the initiative, but RxFactor is usually a net zero initiative so this is something I am open to some discussion on. I don't know if we want to have net neutral though because it can cause ticket prices to go up, last year was \$15 to \$25 depending on ticket sales. It is a pretty big event, so let me know if you have any thoughts on this.
- **VP Academic:**
  - Awards costs won't change, but based on sponsorship value will directly go to the award value that students receive. Lunch and learn there is the career series that VP Academic has hosted but it's a matter of this will continue moving forward so costs were adjusted.
- **VP Student Services**
  - There's a couple of important things in this portfolio as its one that students see everyday. We have the maintenance costs, Wellness Committee at least once a month. Sponsorship is on an event by event basis. ECHA study sessions is a new initiative taken on and there is flex fund for additional costs. Lockers goes into revenue for APSA which ends up covering a lot of costs incurred by this portfolio. There are a couple of newer initiatives of L&L Peer Support and Counselling & Clinical sessions she is suggesting, given that the lockers bring in revenue for her portfolio. APSA cards we got an online discount for the printing of cards. Based on calculations her portfolio still comes out positive.
- **CAPSI/IPSF**
  - One note our membership fee includes the money we pay to CAPSI afterwards. IPSF lunch and learns are grouped with CAPSI
- **Sports rep**
  - There is intramurals which is one of the benefits of APSA memberships, but the cost is based on the current level of interest, each intramural team is around \$400. Saving Second Base they collaborate with VP Socials with the afterparty.
- **Community Education:**
  - This is a touch point for talking about prizes as last year it was adjusted to apply for Blue and Gold ticket sales which potentially de-incentivized engagement. We might try applying gift card prizes again and if you have a lot of prizes changing the value of the giftcards. Something to keep in mind.
- **Recruitment director:**
  - Independence Night is hosted by Recruitment Director to promote independent pharmacy. There was also mention of a career fair that was run two years ago, but last year there was a large one hosted by the faculty. I don't foresee the career fair hosted by APSA to be run so we won't be allotting money to this initiative at this time.
- **Class and Social Reps:**
  - A little in limbo still discussing with them or waiting for final costs. Social reps have non-APSA affiliated events where students themselves pay for activities, which is different than other years where budget was allotted. 4th years are asking for \$1000 for mock OSCEs and food.

- **APSA Affiliated Groups (Pharmacy Students for Mental Health, Pharmacy Undergraduate Journal Club, LGBTQ+PhSC, Pharmacy Christian Fellowship):**
  - Did not get a chance to finalize the budget for the groups. I did talk to Vincent, the Research Councilor, about how Journal club would likely end up at lunch time and suggested we switch to snacks rather than meals with lunch and learn to kick off semesters.
- **Yearbook Editors:**
  - Combined with the Publication Director and photographers, but yearbook editor cost was estimated to be \$400.
- **Grad Cochairs:**
  - I didn't include grad budgets as they are relatively self-contained of collecting their own money and spending it how they see fit. So not relevant to the General Council.

**Sarah:** I just wanted to clarify, historically, the Recruitment Director would get income from job postings and I know that was up for discussion. Is there a final confirmation on what we are doing with that?

**Goodwin:** Last year going into this year it's confirmed to be removed. I think that was a transition point made by the predecessor.

**Perna:** Budget is going to change based on money going by and sponsors, but we want to be transparent to people about where money is going and coming from. Thank you to Goodwin and Kevin for doing this.

**Goodwin:** My bad for the delay in budget but there were issues on multiple fronts not an excuse, but definitely ended up delaying processes. Look for information on reimbursements and how to get APSA to pay for things directly, and ticket payment processes. I am looking to get a grasp at assisting councilors.

**Sarah:** So since we don't have a final budget, I assume we will be motioning to approve the budget at the next general council meeting, Sept 12th 4pm?

**Goodwin:** That should be fine, we are close to putting everything together. I will get everyone a copy to review before the next meeting for people to look at it and request changes.

#### 13. **Research Councilor Introduction and Overview of Annual Plan (Vincent) - 5 mins**

**Vincent:** I just wanted to have a touchpoint as this is a new role so I want to let you know my plans for this year. My primary goal is to get the PUJC up and running immediately. Historically, only the smart go to this kind of group, but I want to make it an informal accessible discussion group so we can be aware about what's happening in the past, present and future of pharmacy sciences. You don't have to attend, but would appreciate it if you can attend and discuss things. I just want people to support the presenters and make it accessible to everyone by making it light. I also want to try to make "Research Blites" to highlight new or old papers in collaboration with Allison, our social media director, but just having the research out there for us to consider. Those are my primary two things, but I also hope to have people share experiences on electives. There is also Research Day which got a little lost since I was unable to attend the meeting, but I want people to learn and appreciate it. Right now, we are aiming for Friday's at lunch, but also looking towards preference to certain topics like BPSA and LGBTQ+ populations.

#### 14. **CSHP Update (Sarah) - 5 mins**

**Sarah:** Hubert was unable to come to the meeting because he is on his last two days of rotation, but sounds like CSHP has a lot planned for the fall semester! So this is just some updates from him on CSHP for the year. Over the summer, he have transitioned into the CSHP rep role. Through this process, he has learned a lot about the position and met with the CSHP president. Together, her and him have planned our first event which is the CSHP symposium on the 27th of September. This is already advertised on Bearsden and will be advertised on the APSA Facebook page on Tuesday. In October, they are planning a new event

with a pharmacist who works for AHS Drug Information. He is hoping to use this event to teach students about some of the resources they have offered that are slightly different from what is available on the U of A Pharmacy library website. The event will be interactive, with a drug information question for students to solve. In November, they are having their annual day in the life of a hospital pharmacist. This event will feature hospital pharmacists from rural and urban settings. The CSHP president and him are debating whether to have this event online or in person – any thoughts from the council would be great! If this event were to be in person, they would have to pay for accommodation for the rural pharmacists (unless they have friends in Edmonton who would accommodate them). Finally, in December, they will be hosting a fundraiser for CSHP. The details of this have not been planned yet as he is in the research phase, but he will keep the council updated when things change! Other than our events, he has worked closely with the manager in Grande Prairie to increase the number of student hospital positions, and is currently writing a grant for this. And Hubert has included the list of people who will be working on various CSHP Committees: Chelsea Luft (4th year) and Gauhar Ali (2nd year) will be PAM/Membership/Advocacy, Naomi Lee (3rd year) will be communications, Vivian Wong (3rd year) will be in Awards, Vincent Chiang (2nd year) will be Research, and Sydney Facette (3rd year) with a first year will be in Education. Please reach out to Hubert at his CSHP email which I updated in the Contact Google Spreadsheet if you would like to collaborate on an event.

15. **Voting on APSA Committee Applications (Sarah) - 20 mins**

**Sarah:** Since our CRO, Alyssa was unable to attend today, I will be guiding us through this process of voting people into APSA committees. You should have reviewed this in advance, but I have listed the member amounts for each committee on this slide. We will enter into camera for anyone to speak about specific candidates and their applications. I will go through each committee one by one so that if anyone on council has applied for that committee, I will ask you to step out of the call temporarily to allow discussion freely. After we go through each committee, I will then share a Google Form and give everyone a few minutes to submit their responses. Once completed we will exit out of camera and continue the meeting. Alyssa will be finalising the results tonight. She will first post the results in the APSA Council Facebook page and then will be emailing applicants on whether or not they were successful. Committee heads will be cc'd so you have contact info for your committee members. The message will congratulate them and will say that the committee head (with specific name and email) will be contacting them about next steps.

**Motion:** To move into camera

**First:** Cass, **Second:** Jin

**Motion:** To move out of camera

**First:** Jin, **Second:** Cass

**Sarah:** Since all the committees have not been filled yet, Alyssa wanted to keep everyone in the loop regarding the timeline for the by-election. APSA and Faculty Committee Applications will re-open on August 31 after first-year orientation. Applications for unfilled APSA voted and class voted positions will open at the same time. September 15 at 11:59pm will be the tentative deadline for all positions based on if we receive enough applications.. The voting period for APSA and class voted positions will be September 16 to September 18 at 1pm. Results to be announced by Sept 19. Selection process for 2nd round of APSA Committee applications TBD, but shortly after the submission deadline. Should we not receive enough applications then we will look at extending the deadline to the next council meeting the week of Sept 25th, but please ask your fellow classmates to apply!

16. **Community Education Ad Hoc Committee (Hadeel) - 10 mins**

**Hadeel:** Hi Everyone! My name is Hadeel and I am your CED director for this year. I just wanted to briefly talk about the establishment of a CED ad-hoc committee that I am proposing today. The Community Education Committee's main roles are listed on the slide here but to summarise it for you, they mainly help with planning the larger events. For PAM initiatives in previous years, upper years could design a presentation and present it to the general student body, which apparently was popular. And WISEST conferences it has been moved in person so there will be more planning involved. They also help to complete any outstanding volunteer positions that are not filled by the general student body (including classroom presentations). Allows students to be more involved in the community. They can also help propose and create new classroom presentations (although anyone can do this, it's just a way to be more directly involved). Most importantly, they have to be on good/friendly terms with Bugsy the Puppet.

**Motion:** Be it resolved that for the academic year of 2023-2024, the Community Education Ad Hoc committee will run with the responsibilities as mentioned above.

**First:** Cass, **Second:** Hadeel

**All in favour.**

**None opposed.**

**Perna and Bojana abstain.**

**Motion carries.**

17. **Summer Retreat (Perna) - 2 mins**

**Perna:** Okay reminder that the second half of summer retreat where we get together and celebrate the start of year as council is September 8th 4-8pm, it will take place at Victoria Park Site #6, but if you didn't respond to that first survey I sent out for dietary restrictions, please let me know!

18. **Q&A, Concerns, Event Discussion (Perna) - remaining time**

Nothing was brought up.

19. **Presidential Transition (Sarah) - 2 mins**

**Sarah:** Perna is going to step out of the call and we will move into camera to discuss any concerns we have with her as President.

**Motion:** To move into camera

**First:** Jin **Second:** Vincent

**Motion:** To move out of camera

**First:** Cass, **Second:** Hadeel

**Motion:** Be it resolved that as of 10:59 am on August 28th, 2023 Perna Sharma officially transitions into the role of APSA President and Bojana Nikic transitions into the role of past-president for the 2023-2024 academic year.

**First:** Goodwin **Second:** Cass

**All in favour.**

**None opposed.**

**Perna and Bojana abstain.**

**Motion carries.**

20. Additions to the Agenda: None

21. Adjournment (11:00 am)

***Motion:*** To adjourn

**First:** Talia, **Second:** Brooklyn