



APSA Summer Retreat  
August, 22, 2020 at 09:00

<https://meet.google.com/bnt-kjsf-ijp?authuser=0>

1. Call to order (09:03)
2. Roll call (2 min): Angel, Anthony, Ayush, Cody, Colleen, Diane, Eliana, Garrett, Igor, Jackie, Jessica, Kevin, Leah, Lena, Makboolee, Marzena Matthew, Megan, Monica, Nathan, Navjot, Nicole, Rachel, Sara, Savanpreet, Scott, Sydney, Veronica, Yan, Zac
  - a. Regrets: John, Mandy, Paul, Jared
3. Additions to the agenda (1 min)

**Motion:** To approve the agenda  
**First:** Jackie **Second:** Garrett. **Motion carries**
4. Review last meeting's minutes 1 min)

**Motion:** To approve the previous Council Meeting Minutes  
**First:** Ayush **Second:** Matthew. **Motion carries**

Old Business:

5. Intros + Icebreaker (60 min) - Anthony Kapelke
  - a. Anthony - Thank you all for coming, especially at 9am. It's too bad we have to do this online because typically it is something that the president-elect organizes as their first big event to try to build some camaraderie among the incoming members of council. After talking with the other exec members we have decided to skip icebreakers because we want to limit the time we have to spend in front of our screens. If you are speaking to a point and want to add in a comment about what you have done this summer or what you're most looking forward to this year please feel free to share but don't feel obligated to. Overall, we want to make this as efficient as possible and then do something a bit more fun later in the year. As Megan has mentioned before, if you would like to speak to an agenda item please write your name on the "Summer Retreat Speakers List" and that way once the speaker has covered all the points the discussion can start and we won't all be talking over one another. I really appreciate everyone stepping up to the plate and working hard in their roles and doing their best to make the most of their position because for most of us we were probably anticipating the roles we are in to be very different when we applied. I would like to commend you for all the hard work you've put in already and just realizing that the hard work isn't done and that we're just getting started. I want everyone to know that we're doing our best and we're trying our hardest and at the end of the day we're giving the students the opportunity to engage with us and we're giving them options to involve themselves in events if they would like. I don't want people to get discouraged if we are having difficulties because this is a tough situation for everyone and at the end of the day we can be proud of ourselves knowing that we put in the time and effort to give people the best year we can.
6. Housekeeping
  - a. Roberts Rules
    1. Anthony - This is a set of rules that govern our student association and how I chair both general and executive council meetings. The biggest takeaway is that as chair if I make a motion to do something we need a first and a second. If you as a councillor are bringing a motion forward to council it only needs a second because you act as the first. If we want to have a discussion that isn't recorded we need to make a motion to move into camera. Once we are in camera there are no minutes, everything said is in private. Once we want to move out of camera, another motion is made and



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things are recorded again.

- b. [Google Drive](#)
  1. Anthony - I'm sure everyone is familiar with the shared Google Folder. Everyone should have access to it and it is linked in the agenda if you want to take a look. The Google Folder is where you'll find council members contact information, the constitution, and other pertinent information for you to fulfill your role as a councilor or officer. I would recommend that if you have any questions you take a look at the constitution first. I know that it is a long document but you can normally use control F to find the information to answer your questions. If you can't find an answer please feel free to reach out to Megan or I and we can help guide you to help find the answers.
- c. [Council Resources](#)
  1. Anthony - Again, I'm sure you are all familiar with these but this is a folder where you will find APSA letterheads, logos, etc. So if you are wanting to make a document look official or draft an official letter that has our address and APSA logo that's where you will find the tools for this.
- d. APSA Calendar
  1. Anthony - This contains our schedule for all of our APSA events. In years past this has been a bit more relevant so you could see what rooms are being used and what rooms are available. It is still important this year though, so you can still see what is going on and when planning events can check to see if that date/time is open.
- e. BearsDen + EOT
  1. Anthony - BearsDen is the governing body within the UofA that lets student association events get approved/denied. Any event that is an official APSA event needs to be approved by BearsDen. As of right now, in person events are not allowed and I can't see that changing. This is difficult for us as the government direction allows for some outdoor events but UofA will not. There is a temporary online approval form for BearsDen, it is fairly easy to fill out so please fill it out for anything you are planning to keep everything official. It's tough with no in-person events and I know social reps have reached out to a couple different people to kind of figure out how to best navigate that. My thought is that if you want to host some in-person events for your class, and you are following the government guidelines there is nothing wrong with that; it just cannot be advertised as an official APSA event. So please tread carefully and our big goal is to make sure that everyone stays safe. Megan, do you have any updates on EOT?
  2. Megan - I am working on it, I have sent 4 emails in the last couple of weeks and still have not heard anything back from them. I haven't got any response back from the TypeForm I filled out either. I will keep sending emails and I will let you know when I hear anything.
  3. Anthony - It looks like some people have signed up for EOT on the 25th which is great, there is still room in this class so if anyone who doesn't have EOT and is planning on organizing an event this year can make it to this session that would be great. In order to get events approved on BearsDen you need EOT. The training is one evening and it is good for two years.
- f. APSA Office and Storage Room
  1. Anthony - Megan tried to contact the person we would normally contact to get access to the APSA office and storage room in ECHA. However, this individual no longer holds a position at the UofA. Megan has also tried to contact Anjela with student



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services and she has told us that we'll have to go through the dean in order to get access to the APSA office. It sounds like the dean doesn't want any students on campus right now and is not wanting us to go to the APSA office either. I believe Megan is waiting on an email from building services about getting us access but for now Anjela is trying to work on a solution for us.

2. Megan - If you have anything you need from the office can you please send me a text or email by the end of the day so I can send Anjela a list of exactly why we need access.
- g. Professionalism
  1. Anthony- This has been talked about before but I want to reiterate that professionalism is especially important with our online presence. Just remember that we lack the ability to make a physical impression now and so when you're talking with sponsors, alumni, or anyone else they recognize that we are future professionals within the pharmacy community and sponsors are going to be on our website and social media to gain a better understanding of who we are and what we do. Just an overall reminder to be aware that we are representing APSA, the faculty, the UofA, and the profession so please be mindful of what you are doing on social media, how you are formulating emails, and all other online presence.
- h. APSA Membership
  1. Anthony - An APSA Membership used to cost \$240 for the four years of a degree but we are proposing to increase it to \$250. There are 2 reasons for this: 1) We are expecting a decrease in membership sales from the class of 2024 due to the fall semester being online and it being a tough sell with them not being able to fully recognize the benefit and utilize the membership to its full capacity this year and 2) For most students the \$10 increase works out to \$2.5 per year which is fairly insignificant. However, to APSA that can be an extra \$1000 with 100 memberships. This is especially important because of budget cuts the faculty is facing and so every dollar counts for APSA.

**Motion:** BIRT APSA General Council approves the increase of an APSA membership from \$240 to \$250 for the 2020/2021 academic year.  
**First:** Jackie **Second:** Garrett. All in favour. None opposed. Anthony abstains.  
**Motion carries**
- i. Meeting Invitations
  1. Anthony - Please respond to general council meeting invites that will be sent out. If you could respond yes or no and not leave the invitation blank so that Megan and I can make sure we are going to meet quorum for the meetings. If you can't attend please send Megan and I a message just to let us know that you can't attend. If you have something come up and have to miss a meeting that is fine but if it becomes a pattern then we will be having a meeting with you
  2. Megan - Just a reminder that council meetings are mandatory for councillors but optional for officers. We understand that life happens and you may have to miss a meeting and that is totally okay, but I would like to remind you that having an exam you need to study for is not an acceptable reason for missing a council meeting.



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New Business:

7. U of A for Tomorrow - Academic Restructuring (10 min) - Anthony Kapelke
  - a. [https://docs.google.com/presentation/d/1h1STMu8Z7fMA8\\_62zmJ5L7HaFRzSufluXdccexek09WY/edit?usp=sharing](https://docs.google.com/presentation/d/1h1STMu8Z7fMA8_62zmJ5L7HaFRzSufluXdccexek09WY/edit?usp=sharing)
  - b. Anthony - I'm not sure who is familiar with the U of A for Tomorrow initiative but essentially it's an initiative that was started by the incoming U of A president Bill Flanagan. I'm just wanting to provide everyone some brief education on what is included in the proposal. Like I said this initiative is being led by the incoming president Bill Flanagan and it is founded on two main pillars: Academic Restructuring and Administrative Transformation. He is looking to do this for a few reasons. The government is cutting grants by 33% over three years and there is lots of staff reduction happening over the next three years. Some research has been done and other universities with similar international rankings as us invest way less money in research. We also have a large portion of faculty staff that are in administrative roles which isn't efficient and lots of courses across the university that have low enrollment which don't even cover the cost of actually executing the course. Overall, the university is facing some major funding cuts from our government and as a result is looking at a funding crisis of at least \$127 million over the next 3 years. All of the assumptions made in this presentation were pre-COVID so we can assume that the revenue from tuition may be even less and create a bigger deficit. Academic restructuring saves the university money. Currently at the U of A we have 18 faculties when most of our peers across Canada, the UK, and Australia have about 6-10. The thing we are most concerned about is the academic restructuring because that is what will affect us as students and the Faculty of Pharmacy. The university has created a working group which basically looks at ways they can structurally change how the academic system is set up and they are currently exploring a range of organizational tools that looks like cutting faculties from 18 down to maybe 6 and then dividing the faculties into schools or colleges. They are looking at a bunch of different options and are using a bunch of different metrics. The academic restructuring working group is looking at presenting approximately 3 options to the community for full consultation but in the end the final recommendation and decision will come from GFC and the Board of Governors. These academic restructuring changes could be seen as soon as this spring or summer. Essentially, we are looking at a complete shift of how the faculties and the university are set up by the start of Fall 2021. There may no longer be a Faculty of Pharmacy, the Faculty of Medicine and Dentistry may look different, the Faculty of Nursing might not exist, so overall there are pretty large changes coming down the pipeline. This is going to happen but we don't know exactly how it will look. So what does this mean for pharmacy students and APSA members, like I said it's unclear what the restructuring will look like but the dean himself has told us that there is 99% certainty that the Faculty of Pharmacy and Pharmaceutical Sciences will be demoted. We don't know exactly what this demotion will look like but it most likely means that we will lose faculty status. We could be part of a larger Health Sciences Faculty and be a school of pharmacy or even just a division of pharmacy. The most significant impact from that standpoint is that as a faculty you have a dean and you have complete independence and autonomy of being able to work with your own budget and you're in control of your own money. If we get demoted we may lose that ability, so the budget may be controlled by a higher power such as a dean of a larger Health Sciences Faculty. As a result, APSA may lose our negotiating power with the faculty, we may lose a portion of the budget, we could lose all funding from the faculty, so there are some pretty severe implications. One of the biggest concerns that Ravina has expressed, is that she is very concerned about and that I think we



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should keep on our radar is the loss of autonomy. The faculty talks about autonomy from day one and as a profession we pride ourselves on being able to self-govern and there has been a lot of great work done on this and our profession advocating for ourselves and showing the public that we can work independently from physicians and that we are an integral part of the healthcare system. The worry is that if we lose our faculty status that will not only demote us in the academic structure but also as a profession. Our alma mater would no longer be a faculty and there are just lots of implications associated with it. Again, we don't know what is going to happen and it is something we should start thinking about and educating ourselves about. There is a possibility that we could retain faculty status and gain more funding and resources depending on the metrics they use but again we have no idea. My last point is that there is no reason to panic because as I mentioned we know that the restructuring is happening but we don't know how it will look yet and all we can do is stay informed, stay educated and continue to advocate for ourselves. Moving forward I can say that we are going to draft a letter to the SU basically outlining our potential concerns, recognizing that this is still such an unknown thing, but just letting the SU know that it is on our radar and that we hope they will be willing to advocate for us. Alongside the letter, we are going to post the presentation to APSA Members' Corner to let everyone know what is going on and hopefully if individuals want to get involved they can and we can provide some basic education on this.

- c. Scott - Great presentation. I just wanted to add some words of wisdom regarding the Market Modifier Fund (MMF). The MMF is an extra fee that we pay and is automatically part of our tuition. The extra money we pay is supposed to go towards student betterment and that is defined in the contract. So we agree to pay more so that we get student betterment. The first dean when this was implemented used to give all of the student betterment money to APSA. The new dean came in and took that away because they thought that ASPA wasn't spending the money responsibly. There were some alleged APSA members paying themselves stipends or councillors and officers paying themselves. We don't know if that's true but our budget eventually continually got cut to where it is today. I just wanted to tell this story so that if our faculty does lose control of our budget, we need to remember that all of the MMF needs to go to pharmacy student betterment because we specifically pay for that and there is a contract in place. So if APSA funding is taken away, we need to hold the budget accountable to show us that the MMF is going towards pharmacy student betterment. When this comes up in the future please feel free to reach out to me or Anthony and just keep sharing this story so future students having those conversations are aware.
  - d. Anthony - Thanks Scott. He brings up a good point because student betterment might be things that we aren't in control of such as decals on the wall, updating bathrooms, etc.; it doesn't necessarily mean that money goes to APSA but in the end we are still paying the MMF and we want to make sure that money is going to pharmacy students.
  - e. Navjot - Great presentation Anthony. I also wanted to add on that if we lose faculty status APSA may look very different. We are registered as a faculty association which comes with some certain privileges under the SU. If we no longer have faculty status we no longer will be allowed to continue as a faculty association and therefore APSA will look very different.
8. Approval of Faculty Committee Assignments (5 min) - Anthony Kapelke
- a. Anthony - I reached out to the faculty and they need APSA representation on some of their committees. Unfortunately, I don't have a ton of information on these committees so if you are sitting on one or interested in sitting on one it is probably best to reach out to either the faculty or the predecessor of the position. Most of the positions are filled already by people who are either appointed to the committee as part of their role within APSA or have expressed interest in the position. If there is an empty position and you would like to be on that



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committee please write your name in italics. Navjot and I were discussing the PharmD Implementation Committee this morning and we need to reach out to the faculty to further discuss this committee so we will approve that committee at the next meeting.

- b. Megan - Anthony, I see you have yourself down as APSA Council Faculty Representative but I believe this is supposed to be APSA Representative on the Faculty Council because the APSA Council Faculty Representative should be a member of the faculty who sits on APSA council but does not have a vote.
- c. Anthony - I believe you are right, I'll reach out to Ravina and Dr. Ken Cor to see if either of them are willing to fulfill that role and then we can approve it at the next meeting along with the PharmD Implementation Committee.
  1. Assessment Committee x 2 - Megan Hopkins, Rachel Hanson
  2. Faculty/Staff Awards Committee - Navjot Singh
  3. International Committee x 1 - Marzena Kula
  4. Undergraduate Admissions Committee - Anthony Kapelke, + 2021 *President-Elect TBD*, Navjot Singh
  5. Research Day Committee - Anthony Kapelke
  6. Curriculum Committee - Navjot Singh, Matthew Cusson, John Choi, 1st year class rep TBD
  7. Appeals Committee - Navjot Singh
  8. APSA Rep on Faculty Council - Anthony Kapelke
  9. PharmD Implementation Committee x 2 - *Ayush Chadha?* + *Navjot Singh?*
  10. Alumni Committee x 1 - Igor Zoric

**Motion:** BIRT APSA General Council approves the above members to the Assessment Committee, Faculty/Staff Awards Committee, International Committee, Undergraduate Admissions Committee, Research Day Committee, Curriculum Committee, Appeals Committee, APSA Representative on Faculty Council, and Alumni Committee for the 2020-2021 academic year.

**First:** Scott **Second:** Megan. **All in favour. None Opposed. Motion carries**

9. Lunch and Learns (5 min) - Anthony Kapelke
  - a. Anthony - There have been some concerns with virtual lunch and learns this year with student burnout. We know we're all going to be on our computers all day and so if you think that you want to host a lunch and learn please try to make sure it's someone who is providing a lot of value and substance. We want to bring in innovative, unique speakers because it will be hard to get students to engage with the possible burnout happening. We don't necessarily need to host a live hour-long lunch and learn that happens from 12-1pm. We may be able to reach out to speakers and ask if they'd be willing to pre-record something that can be posted and students can watch on their own time. We could also look into some evening sessions as well. My biggest concern is that in the past most students have attended because of the free food incentive. With hosting lunch and learns virtually we can't really incentivize students that way and if we are hosting a live lunch and learn we want to make sure that we have enough students present to make it worth the time of the presenter. We want to show the presenters that students are engaged with what they're saying and interested in the topics they're presenting. I think it will be a conversation between Jared and I to help figure out how we can incentive students to attend, see if speakers are willing to provide gift cards or vouchers, etc. If everyone can keep this in mind when they're planning and not rush in to bring in a bunch of lunch and learns because we want to make sure the ones we do put on are worth both the students and presenters time.



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10. Orientation Update (5 min) - Leah Feltham

- a. Leah - I just want to give everyone a quick overview of what is going to be happening with orientation and what I have planned for the day in case more people want to join in. The first part of morning is just going to be going over the orientation slides, so if you have a part in those slides I would expect you to be there so that you can present them. If you have any issues and you haven't reached out to me about not being able to be there, please let me know ASAP because it is less than a week away. After the orientation slides we have RxA and Scotiabank speaking and they will go ahead and present. After those presentations we will have a quick lunch break at which time the grad committee will be selling t-shirts. In the afternoon, if people who don't have anything to present during the slides want to join this is where I will be doing all the fun activities. If you want to join, the best spots would be from 1-1:40pm because that's when the icebreaker activities are going to be. The activities afterwards are more team building activities that I would prefer if we let them complete on their own because they are going to be very easy activities for us after having already been in pharmacy school but not so easy when you're brand new. Just shoot me a message if you have any questions or want to be involved!
- b. Anthony - Thank's Leah. We're all looking forward to it and I know you've been working really hard on this and it will be a blast online!

Break (5 mins) (9:45)

Back to Order (10:00)

11. CAPSI Update (7 min) - Ayush Chadha and Rachel Hanson

- a. [https://docs.google.com/presentation/d/1Wykvk13noMRiK5JSLeFpTJqgrZivtozq\\_Sv8mdKDB1Y/edit#slide=id.p](https://docs.google.com/presentation/d/1Wykvk13noMRiK5JSLeFpTJqgrZivtozq_Sv8mdKDB1Y/edit#slide=id.p)
- b. Ayush - I just wanted to present this update because CAPSI has events spread throughout the year and this will help hold us accountable and will also help you all with any questions you may get from the first years that we might not necessarily get the chance to talk to. Instead of CIBC Run for the Cure we're going to hold a Race Against Racism. Overall, this is a virtual event that will take place on September 25th, 26th, and 27th. It's pretty open to let people choose what they want to do whether that be a bike or a run that's 1km, 5km, really whatever. Participants will either post their run, a photo of them doing their activity, etc. on social media and we will be printing out little race bibs for people. I was hoping to be able to find a sponsor for t-shirts but with the amount of funds we currently have I'm guessing it will be around 30-40 shirts. Essentially, I am planning on launching the sign-up tomorrow and it'll all be done through APSA website. Angel and Jackie have worked really hard on setting that up and I appreciate it. The first 30 people to sign up that are in the Edmonton area will get shirts and then if we get more sponsors later then we can have one for everyone. If you participate by posting your run on social media then you'll be put into a draw for a \$50 gift card to where you want. All the funds raised will be going towards *Action Dignity* which is a charity located out of Calgary. Another fundraiser that Jackie and the APSA photographers have been helping me out with is an idea where students can donate \$10 and get professional photos or any other type of photo taken that they would like while still being socially distanced. If anyone is interested CAPIS came up with their own position statement regarding racism and racial inequalities which essentially gives people resources to better educate themselves on the issues at hand. CAPSI competitions are still going to happen this year. I don't know how compounding is going to happen but I think Medisca still wants to be involved so it may just be a theoretical case but more information to come. This year there will just be a straight up cash prize so if people want to participate for about an hour they could win up to \$250.



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Normally, first place would compete at national competitions at PDW so winners this year may go on to do a virtual national competition but that is all tentative and we don't know exactly how it will look.

- c. Rachel - For the blood drives, I'm hoping that it'll work similarly to how it has in the past couple years. I'm going to make appointments with Canadian Blood Services in the next couple days, at which time I'll also ask about any changes to the process because of COVID-19 restrictions. I will then make a Google form with all the appointment times for students to sign up. I'm thinking there will be a little lower participation this year because there is going to be students living outside of Edmonton and the students in Edmonton won't be right on campus so donating might be a little harder. I'm thinking that I'll schedule the appointments more in the afternoons, evenings and weekends. I know last year there were some appointments at 12pm but that isn't as realistic since we won't be right on campus this year.
  - d. Ayush - PDW 2021 in Saskatchewan has been cancelled. There may be some online seminars that happen and those will be complementary to any ASPA/CAPSI members so more information to come on that. PDW 2022 is in Toronto and usually PDW gets planned two years in advance so we're still going ahead with planning for Toronto. They're coming up with two different plans, one where social-distancing still exists and then one where it doesn't. Hopefully we can go to Toronto for our fourth and last year. For PAM I simply have "who knows" for now because a lot of PAM is public outreach and I don't know what we're going to do for that but we will figure something out. If anyone has any ideas for PAM can you let me know because I usually start planning pretty early but I think for this year it's best to wait and watch.
  - e. Leah - If you need more sponsors for the Race Against Racism you can talk to me after because I was talking to Mint Health yesterday about sponsorship for the Mint Cup and Kit was specifically saying that he wanted us to produce some events this year that were about diversity and equality because that is one of their core values. I told him a bit about the Race Against Racism and he seemed interested in, so we can reach out to him and see if that's something he'd be interested in filling that gap you have with the t-shirts. That way you don't have to limit how many people are signing up and it can be an incentive that everyone that sings up can get a t-shirt.
  - f. Ayush - Thank you! I will reach out to Kit.
  - g. Kevin - I was wondering if for the blood drive if people can't be in Edmonton if they can send proof that they donated blood, such as a picture of them donating, to APSA. From those pictures we could make collage which will help with visual interest and also get people not in Edmonton involved.
  - h. Ayush - I can comment a little bit on that just from a historical perspective. What happens with the blood drive is essentially all ten pharmacy schools across Canada participate in a blood drive called the IPSF Vampire Cup. Each school choses a site to have CAPSI set up as a donor with Canadian Blood Services. If somebody tags us in a photo, we can't actually track that and all the tracking is done through Canadian Blood Services but I think you bring up a good point. Rachel and I can look into seeing if we can have these sites set up in BC and Saskatchewan or wherever and see if they can record our donations in other provinces as well.
12. Finances (20 min) - Jackie Chow + Anthony Kapelke
- a. [Summer Retreat](#)
  - b. Jackie - So I just wanted to provide an update and also give you all some general definitions that you may hear in the future. As Scott said there's something called the MMF or market





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modifier fund which is a portion of our tuition that we pay that goes towards student betterment. Currently the students don't directly get the full amount of the MMF because it can go to things like building maintenance and anything else that is deemed "student betterment". There is also something called an MOU or memorandums of understanding which is basically a promise from the faculty that a portion of the MMF goes directly towards APSA. Anthony and I negotiate for the MOUs with the faculty and are currently in this process. In previous years, this has been a bit of a faster process but we are working on it right now. The university is taking a 7% cut and the dean expects a further 20% cut so in recognition of those cuts we as APSA are taking cuts ourselves. Overall, we are requesting less money from the MOUs and are continuing the downward trend that has been seen the last few years. Hopefully this isn't the case in the future but we don't know. How this applies to all of you is that if you have an event or an expense that goes through an MOU it is important to spend the full amount given. For example, if you are given \$500 then it is important to use all \$500 or we lose the remainder of that money to budgeting.

- c. Anthony - To clarify what Jackie is saying, an MOU is essentially money that the faculty promises to give us for a certain activity. Let's say they promised us \$5000 for Blue and Gold and we only spent \$3000. We essentially lose out on that \$2000 because we can't put that money towards anything but Blue and Gold.
- d. Jackie - You can see the budget in that each counselor has their own tab along the bottom here. Within each counselors tab you can see the budget associated for that role. For those of you who have a budget associated with your role I've already talked to you about expenses and revenue. Normally, I would get the budget approved at this meeting but we are having a last minute issue with intramurals quintupling in price so we will need to approve the budget once this is figured out at the next general council meeting. For now I will just give you an overview of what is going on. You can see in the budget what we spent last year from APSA or the "maximum budget" if all the money had been spent if we didn't have things cancelled due to COVID. This year I did a first round of cuts based on faculty cuts which reduced our "maximum budget" from \$73,000 to \$66,000. I then went through a second round of cuts with each counselor or officer who has a budget and also factored in the fact that for at least the first semester we will have all online presence; in this round I reduced the budget by another \$5000. You can also see the expected revenue from the MOUs and this is subject to change because we don't know what the faculty is willing to give and we still need to finish negotiations. Overall this is an estimate and it doesn't show all MOU because it's not factoring in things like grad or CSHP at the moment. The next part of the expected revenue is from sponsors and sales. The majority of the expenses for the VPA position come from the academic awards and essentially these awards can only happen if there is someone to sponsor them, so our sponsorship is listed as net zero for now. Our main income is from APSA memberships so it's very important for everyone to talk to the first years and help them realize what a big benefit it is. We also try to end the year with around \$36,000 in our bank account just in case anything does go wrong, especially with the upcoming faculty restructuring. If anyone has any questions please just let me know and I'm happy to help you!
- e. Anthony - I want to give a big applause to Jackie because he's been working really hard on the budget and it's very difficult right now because we don't know how much things cost online



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and so thank you Jackie. We will keep updated on the MOU situation since we are running into some hurdles because we don't know how the faculty wants us to approach things.

Typically, you break down every single event for the entire year, give details about what you want to spend the money on and then from there they approve it. This year we don't really know if in-person events could potentially happen in the spring and summer so we don't know if we will lose that money or if the faculty will be a bit more flexible with us. Overall, more to come on this and we will keep you updated.

13. SAF-Pharm Update (5 min) - Monica Choy

- a. Monica - For those of you who don't know the SAF-Pharm committee is the "students advocating for the future of pharmacy" committee. Traditionally what this committee has been known for is hosting the industry trade show. This event is put on to bring in different vendors who are in either pharmaceutical companies or are adjacent to the pharmacy industry. These vendors then talk about their products to students and give them some education. For example, last year we had blood glucose monitors and a company dedicated to technology to broaden cannabis companies, and other topics that will be important for us as future practitioners. The feasibility of this event is still to be determined later this year. What I really wanted to talk about is that this year we're trying to pivot our direction into something more towards advocacy and policy. This is a change that started to take place towards the second half of last year under the guidance of Dr. John Bachynsky, who is a former dean of the Faculty of Pharmacy. He is very passionate about policy and advocacy and is extremely knowledgeable about these topics. The most important takeaway I got from being able to sit in the same room as him and listen to him speak is that students and young pharmacists are the voice of the future because we're the ones who are going to be entering practice and in the long-term will have the greatest impact. He really encourages us to stand up and set a direction in order to not only maximize our resources and budget but also to maximize patient health outcomes. He guided us towards a few topics such as looking at developing stronger guidelines for antimicrobial stewardship, assistance in long-term care facilities, and other places where you might not traditionally think that pharmacists have a large impact. Overall, anywhere we can work to maximize health outcomes is worth looking into, such as looking at the way BlueCross has changed their funding and the impact that has on patients, especially those on biologic medications. For this year, we are going to be looking more into these topics and hopefully drafting some proposals and looking into the advocacy and policy side in collaboration with RxA and within the faculty. The third point I wanted to mention was that SAF-Pharm has worked with Diabetes Canada over the past couple years. Diabetes Canada is a national organization that has provincial branches and local connections. Two years ago the focus was mainly on D-camp. D-camp is a camp for children living with diabetes to help them connect and find friends with others living with diabetes. It focuses mainly on children from lower socioeconomic status since these individuals are disproportionately affected by diabetes. Last year we focused more on the food bank and collecting food bank donations to help those living with diabetes. This year after speaking with our provincial representative from Diabetes Canada she mentioned that they are launching something called the "360 Strategy". This is looking at trying to improve prevention, awareness, and implications for Canadians at risk of or who have diabetes. This is a strategy that will be taking place over several years. I just want to mention this because it links back to our advocacy initiatives and this is what my committee will be working on this year so if anyone is interested and wants to get involved just shoot me a message!

- b. Anthony - Thank you Monica that was very informative and well done. I think this is a great



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direction for SAF-Pharm to take, especially with what is possibly coming up in the future with further budget cuts and students having a very powerful voice.

14. VP Academic Update (10 min) - Navjot Singh

- a. Navjot - So I will start by quickly going over the committees I sit on just to give everyone a better idea of what my plans are and why they're there. As VPA I sit on the appeals committee, curriculum committee, student advisory committee, awards committee, professionalism committee, ACP council, and new this year I am working with Ayush on the Race Against Racism committee. So far this summer I've been in conversations with ACP and I've also been in a meeting where we had ACP and many other colleges for other health professionals. The biggest thing that is happening right now is that the Health Professionals Act is going through some changes based on the current climate and the definition of patients. My hope is I'm able to share updates on this at every council meeting going forward. Another thing I worked on this summer is a rotations resource because since I sit on the appeals committee I can't help any student through the appeals process. Jadin and I have been working on the rotations resource with the faculty and I was going to talk to Angel about being able to have the resource on the APSA website. This resource will have details on what you should do on rotation and should anything go wrong there is a guide to prepare students for rotations in general but also what to do if something comes up that you're unprepared for. I've been working with Anthony on a sexual assault resource which is going to be a guide breaking down what the definitions are, what kind of struggles that you as students may go through, where students who have unfortunately experienced sexual assault can go for help, exactly what they can expect, what their rights are, dismantle any kinds of myths, what the next steps are, and confidentiality. This is still under development but is coming in the future. The next thing that I've been working on in collaboration with VP SS Eliana is the APSA mentorship program. The newest thing this year that we've added is a tutoring portion. Over the years, we've noticed that students have been wanting more opportunities to practice patient interaction skills and with this year being online I foresee more first year students wanting ample opportunity for this. Interaction skills will be the only portion of tutoring that will be added this year; tutoring for other classes is not included. Essentially this will just allow you to be a patient for your mentee and I am working on a resource there about setting up boundaries because as a mentor you can certainly get burnt out and we want expectations to be very clear. Eliana is currently finalizing the mentee-mentor groups so stay tuned. I am also planning on revamping the Pharmacy Undergraduate Journal Club (PUJC). EBM is one of those topics that pops up multiple times throughout the years and we often question why it's relevant when we're just learning it in class. This year with PUJC and my rotation I started to understand why it is important to be super efficient in how to find literature and apply it to provide the best care to your patients. By revamping PUJC what we are planning on doing this year is to have a bank of journal articles that have been already pulled so if a student wants to practice their presenting and appraising skills we already have some good articles to use. We are also going to try to integrate a bit of EMB into class emails, as well as addressing commonly asked questions. I am currently working with an APSA member on this and hopefully it sparks more interest and sets the stage for what EMB is going to be in the future as we enter the profession. Career series was something that Jadin started last year as a way of creating a professional identity and helping students understand what that truly means. We are hoping to continue career series again this year. Jadin and I are also hoping to put together a video to talk about professionalism and what it means. I will be reaching out to a couple people who are part of exec as well to put that together as a "launch" to career series and have it set the stage for what to expect this year. I am hoping all the resources I am working on are



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accessible to all students, not just APSA members because I think accessibility is key for a lot of these. Anthony talked about lunch and learns earlier but I'm trying to keep the career series to 20 minutes or so since they will have to be held over lunch because that's when the professors and faculty are available and the evening doesn't work for many of them. The student research panel is something that usually takes place in January, so students who have been involved in research get a chance to present at and this may also have to occur during lunch hour. I will end off with the APSA bear, I hope you weren't planning on talking about this later, Anthony. I still have the APSA bear with me right now but for anyone who is new to council the APSA bear is the APSA mascot and it gets passed along at each council meeting to recognize the work of council members, executives, and officers because a lot of hard work goes on behind the scene. I don't think it gets past today but Anthony starts the year with the bear and it will get past virtually this year I believe starting at the first general council meeting.

- b. Ayush - I just wanted to say that what you've been working on sounds great and it sounds like you are working on a lot of stuff so if you need help I think you should definitely reach out to council and you know we can help take some of the things off your plate and help you with it because I'm overwhelmed just hearing about it all. Please feel free to reach out!
  - c. Kevin - I was curious if there would even be a scheduled lunch break because as far as I know most of the classes are asynchronous with some synchronous portions during the week and so how do we host an event during lunch?
  - d. Navjot - Since the faculty has got a schedule that they've put together even if there are asynchronous classes there is a free spot to acknowledge that students should be taking time for themselves and doing things such as eating lunch. It may be a challenge because there will be some students who plan to work during the day if most of their classes are asynchronous but in terms of lunch and learns and Career Series I'm going to be looking for where there is a break in the schedule and go from there.
  - e. Angel - I'm not sure if John or Jared are here but I know they've been working really hard on their podcast so I was wondering if you could integrate Career Series with their podcast? I know in the past they've interviewed professors and it's pretty fun to just be able to listen to them and since they're on Spotify it would give more flexibility in timing.
  - f. Navjot - I am actually planning on asking John and Jared to help out with the video that will help launch Career Series. I haven't reached out to the boys yet but I will be very soon and they have already been talking about professional identity on the podcast. One possible idea is to have them introduce the Career Series speaker on the podcast or have something similar to an aftershow on the podcast following the Career Series talks.
  - g. Anthony - Another round of applause to Navjot and again a big thank you because you have been putting in a ton of work. This goes for everyone but if you're overwhelmed and need support you know how to reach more and please reach out to me and to your peers on council. This situation is so foreign to use all and there is a lot of anxiety surrounding it and lots of unknown stress that creeps up very quickly so we want to make sure that everyone is supported. At the end of the day we need to be able to look after ourselves and then everything secondary to that is great.
15. 4th Year BSc Class Rep (5 min) - Anthony Kapelke
- a. Anthony - There is currently no class representative for the BSc stream. We sent out a call for nominations early on in the summer and we got no applications for the second time. We looked into the constitution and what we can do is appoint someone who already sits on general council to fulfill the duties of that vacant position but not officially hold the position title. I've consulted both Navjot and Colleen, who is the fourth year PharmD stream class rep.



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They have agreed to work as a team to cover the duties of BSc class rep. Navjot will be the main point of contact for any serious concerns that they have and Colleen will keep them updated on APSA events and initiatives via their class Facebook page and weekly class emails. We have all agreed that the students themselves will be able to handle any course concerns, professor concerns, deadline, logistics and other day to day aspects of the role of class rep.

**Motion:** BIRT APSA General Council appoints Navjot Singh and Colleen Flintoft to fulfill the duties of Class Representative for the BSc Stream for the 2020-2021 academic year.

**First:** Jackie **Second:** Angel. All in favour. None opposed. Navjot and Colleen abstain. **Motion carries**

16. Publications Director (5 min) - Anthony Kapelke

- a. Anthony - Similar to our last conversation we currently have Matthew Cusson who is the 3rd year class rep and was the Publications Director last year has been acting as Publications Director since this position was not filled during the general elections. Again, we sent out a call for nominations early on this summer and no one applied for the position. I reached out to Matthew and although he feels comfortable with the duties of Publication Director he asked that if someone else was interested in the position he would be very happy to have them take the duties for the year. I don't expect anyone to jump at the opportunity today but if it's something that interests you then please reach out to Matthew about what the role includes and hopefully we can appoint someone at our next general council meeting. If we find no one who is interested in taking the appointment then we will have to open up the call for nominations again or look at creating a committee to handle this role.
- b. Matthew - Another thing we could look at is seeing if any of the PQ+2 editors would be willing to become a senior editor and essentially take on most of the role of Publications Director.
- c. Yan - I would be interested in taking on this role but I want to talk to Matthew to get more information about the exact roles and responsibilities before I commit.

17. General Council Meeting Time (5 min) - Anthony Kapelke

- a. Anthony - Historically general council meetings have been every two weeks at 5pm and typically last an hour. As Megan mentioned earlier these meetings are mandatory for councilors and just because you have an assignment or exam the next day doesn't excuse you from attending the meeting. Since we're going to be online this year I am going to propose that we bump the meeting time up to 4pm. I looked at the schedule and the only conflict I see is that some of the second years will have pharmaceuticals lab that runs from 2-5pm on Mondays.
- b. Garrett - We were sent packages in the mail to compound with so I'm assuming labs will still be run but I am not sure if they will go all the way to 5pm.
- c. Anthony - Any of my classmates please correct me if I'm wrong but in second year pharmaceuticals labs we never went the full three hours and there were also only four labs in total. I think we are safe to have our meetings at 4pm on Monday every two weeks. If you are unable to attend I think we will continue with the meeting and you can catch up with the meeting minutes or ask myself or Megan questions about the meeting.
- d. Sara - Will the meetings be recorded and available to watch?
- e. Megan - They will be recorded for the purpose of meeting minutes but due to privacy concerns I believe they can't be posted. They are deleted as soon as the meeting minutes are up because the purpose of the recording is to essentially help me if I miss anything during the meeting itself. The meeting minutes will all be very detailed and you can always ask for clarification if required.



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18. Deadlines (2 min) - Anthony Kapelke
  - a. Anthony - I just wanted to bring it to everyone's attention that we have been very lackadaisical with our deadlines and I just please ask that everyone respects Megan's time and when a deadline is set try your best to meet it. We understand that life happens and sometimes deadlines need to be extended but that should be the exception and right now its definitely becoming the norm. So like I said just keep this in mind and we understand that it is summer and we're busy doing other things but especially when the school year starts to keep to the deadlines.
19. APSA Office Access (5 min) - Megan Hopkins
  - a. Megan - This was already touched upon earlier so if you need access to the office please just send me a message or email and I will see what I can do
20. Office Hours (5 min) -Megan Hopkins
  - a. Megan - We will still be holding office hours this year. Office hours are mandatory for anyone who is a councilor, the exceptions to this are any executive or 4th year class reps do not need to host office hours. This year office hours will be virtual which means that you will be expected to be online and able to answer Facebook messages and emails essentially immediately within that one hour time slot that is your office hour. Each councilor will have a one hour time slot every other week. For sign up I will most likely make a Google Sheet with the office hour slots that I will release on Monday August 31st at 9am. It will be first come first serve for picking your office hour. Please be professional and don't delete anyone's name as I can go in and see the edits to the document. If the spot that you wanted has been taken you will have to sign up for a different slot. If you must miss an office hour it is your responsibility to find someone to cover it and then please let Anthony and myself know who is covering.
21. CRO Vote of Confidence (Online Motion) (2 min) - Megan Hopkins
  - a. Megan - Earlier this summer we had two online motions occur that I need to read out so they can go in the meeting minutes to be official.  
**Motion:** BIRT APSA General Council approves the appointment of Paul VanWerkhoven as APSA CRO for the 2020-2021 term.  
First- Garrett Second - Ayush. 20 in favour, None opposed. Anthony and Teddy abstain.  
**Motion carries**
22. CAPSI Senior Transition Vote of Confidence (Online Motion) (2 min) - Megan Hopkins
  - a. Megan - This was the second online vote of confidence that took place and it was with the outgoing council.  
**Motion:** BIRT APSA General Council approves the transition of Ayush Chadha from CAPSI Jr. to VP CAPSI Sr. for the 2020-2021 term.  
First- Jenn Young Second - Angela Micovic. 16 in favour. None opposed. Scott abstains.  
**Motion carries**



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23. Presidential Transition - Scott Dyer

- a. Scott - For Anthony to officially transition into the role of President he must first pass a vote of confidence to essentially say that the council is confident in his abilities to fulfill this position. Before the vote occurs we will have an open discussion about this and I'll ask Anthony to leave the call now and I will send him a Facebook message when he can rejoin.

**Motion:** To move into camera

First - Garrett Second - Navjot

**Motion:** To move out of camera

First - Leah Second - Garrett

**Motion:** BIRT that as of 11:05am on August 22, 2020 Anthony Kapelke officially transitions into the role of APSA president and Scott Dyer transitions to the role of past-president.

First: Navjot Second: Angel. All in Favor. None Opposed. Anthony and Scott abstain. **Motion carries**

- b. Anthony - Thank you all for your faith in me. We have a great team this year and I am looking forward to working with you all.

24. Adjournment (11:06)

- a. First - Scott