

## VP Student Services Fall 2024 Semesterly Report

### **Regular Tasks:**

- Attended bi-weekly APSA general council meetings.
- Attended bi-weekly APSA executive council meetings.
- Attended monthly meetings with Student Services.
- Attended monthly CoFA Meetings.
- Coordinated and oversaw events for the Space and Wellness Committee and the APSA Mentorship Program.

### **July:**

- Started reaching out to businesses about APSA Member discounts – both continuing and new sponsorship.
- Reached out to Garneau Chiropractic regarding a Lunch and Learn for students.
- Reviewed feedback from 2023/24 Mentorship Program to start planning for the 2024/25 academic year.
  - Incorporated feedback by changing the Mentorship Program to be sign-up rather than automatic enrollment for first-year students, planning for 3 events per semester, and scheduling some events for lunchtime and increasing the time limit of asynchronous events.
  - Facilitated switch from Facebook to Discord with help from IT Director and VP Administration – creation of Mentorship channel, badges for mentors.
  - Created an information document on expectations that included suggestions for conversations throughout the program, ways to keep in touch with mentees/mentors, and a brief outline of when events would be taking place.
  - Released Mentorship Program sign-up forms (both mentor and mentee).
- Met with Space and Wellness Committee members to discuss events and determine responsibilities for the upcoming academic year.

### **August:**

- Finished discussions surrounding [APSA Member discounts](#), designed the membership cards and placed the order for printing.
- Finalized presentation slides for first-year orientation; presented and volunteered at orientation.
- Ensured lockers were empty and contacted any students with belongings still in lockers to coordinate pickup of items.
  - Changed locks in preparation for the upcoming academic year.
  - Released form for locker sales and started assigning lockers.
- Started matching mentees to their mentors.
- Started talking about Breakfast Club.
- Cleaned and organized APSA Lounge and PBL rooms to prepare for returning students.
  - Restocked PBL room Wellness Bags

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- Changed door codes to the APSA Lounge and PBL rooms alongside Leslie from Student Services and other members of the executive council; supplies were stocked during this time as well.
- Met with the faculty psychologist alongside the APSA President.
- Assisted with Student Services interviews.

### **September:**

- Met with the APSA President and Aileen Jang from RxA to plan the Breakfast Club.
  - Reached out to Campus Food Bank for support in getting resources at an affordable cost.
    - Met with contact from Campus Food Bank to discuss logistics.
  - Reached out to COBS Bread in hopes of getting a recurring donation of baked goods.
  - Reached out to Student Services to assess interest in participating.
- Reached out to Campus Food Bank and Club Periodically regarding menstrual products for pharmacy students.
  - Met with the president of Club Periodically to show them the spaces that we were hoping to stock with menstrual products.
- Helped a Space and Wellness Committee member prepare for Random Acts of Kindness.
  - Helped set up and take down the bulletin board with header and supplies.
  - Kept track of and submitted Mint Cup Points.
  - Coordinated with winners for prizes.
- Monitored locker sales and mentorship program sign up sheets.
- Hosted a Mentorship Meet and Greet over lunch where mentees could meet their mentors and first-year students who hadn't signed up could see what the program was about.
- Handed out membership cards.
- Met with Leslie and Kristine from Student Services regarding the semester's events.
- Sent out the multi-faith prayer room sign up sheet.
- Started the APSA Lounge Beautification Project
  - Initiative to bring a more welcoming vibe to the space through decor such as plants and photos.

### **October**

- Coordinated the Garneau Chiropractic Lunch and Learn for first-year students.
- Helped Space and Wellness Committee members prepare for Pumpkin Pie Day.
  - Created a Google form to assess interest.
  - Bought, prepared, and then served pumpkin pie to students.
  - Coordinated with Graduate Planning to come out and speak with students.
- Helped Space and Wellness Committee members prepare for Halloween.
  - Bought and helped hand out candy to students.
- Helped set up and run Breakfast Club alongside other members of executive council, our sponsor, and Kristine from Student Services. Supplies were prepared the night before with the help of the APSA President.
- Hosted the Mentorship Program board game night.
- Met with new members of the Space and Wellness Committee to welcome them to the club, explain what to expect, and add them to existing events for additional help planning/running them.

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- Started to look into how to start the safe sex supply initiative that was approved by the previous council.
  - Reached out to HIV Edmonton and received support for the initiative in the form of a donation of safe sex supplies.

### **November:**

- Helped set up and run Breakfast Club alongside other members of executive council, our sponsor, and Trent from Student Services.
- Hosted the Mentorship Photo Scavenger Hunt event.
- Helped Space and Wellness Committee members prepare for the Great APSA Cook Off
  - Purchased prizes for the winners and coordinated pick up.
- Helped Space and Wellness Committee members prepare for Wellness Paint Night
  - Purchased canvases, paint, and other supplies needed for the event.
- Helped Space and Wellness Committee members prepare for Build Your Own Wellness Kit
  - Helped set up and clean up the event.
- Picked up the donation of safe sex supplies from HIV Edmonton..
- Met with the UASU VP Student Life, APSA President, and Club Periodically President regarding menstrual products and the period equity initiative.

### **December:**

- Helped Space and Wellness Committee members prepare for Hot Chocolate and Winter Treats
  - Purchased supplies such as hot chocolate, treats, and cups.
  - Coordinated the event with Megan Caslor of RxA for her and Ali Damani to come help distribute snacks and speak to the students.
  - Helped set up, run, and clean up from the event.
- Took inventory of leftover food items from APSA events throughout the semester to ensure that these items do not go to waste.
- Released Mentorship Program feedback form.

If you have further questions regarding any aspect of this report, please contact me at [fernetti@ualberta.ca](mailto:fernetti@ualberta.ca).

Your VP Student Services,  
**Nathaniel Ferneti**

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