**CAPSI MEETING**

**March 9th, 2017**

**UBC Pharmaceutical Sciences, Room 3116**

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| --- | --- | --- | --- | --- | --- |
| **Senior Rep** | Jerold Chu | ✓ | **IT Officer** | Cynthia Ramasubbu | ✓ |
| **Junior Rep** | Ada Mew | ✓ | **Community Education Coordinator** | Michelle Le | ✓ |
| Faculty Co-Advisors | Paulo T. Chen  Dr K. Seto | -  - | **IPSF Liaison/Rep** | Henry Gong | ✓ |
| **Secretary** | Lucy Zhang | ✓ | Benson Kwong |  |
| **Treasurer** | Michelle Yeung | ✓ | **4**th year rep | Nolan Lee | ✓ |
| **Vice-Treasurer** | Riaaz Lalani | ✓ | Yolanda Lin  Nick Halim | - ✓ |
| **Sponsorship Coordinator** | Sandy Baptie | ✓ | **3**rd year rep | Monique Theriault |  |
| **PDW Fundraiser** | Annie Wu |  | **2**nd year rep | Manvir Mehanger | ✓ |
| **CAPSI Fundraiser** | Stephanie Leung |  | **1**st year rep | --- |  |
|  |  |  | **CSHP Representative** | --- |  |

1. **Call to order at 12:09PM motioned by S. Baptie seconded by M. Yeung.**
2. **Standing Business**
   1. Motion to adopt the minutes from March 3rd, 2017 motioned by M. Mehanger seconded by M. Yeung.
3. **New Business**
   1. Dog De-Stressing Session (J. Chu)
      1. Nearly got cancelled because didn’t give building operations any notice
         1. Building is shared with 5 other partners – there’s animal testing done in the building so bringing animals in can be very sensitive
         2. Need to give the faculty several weeks notice in the future
         3. Event is still proceeding as planned on Monday
   2. AMS Orientation (J. Chu)
      1. Need to send executives to attend the AMS orientation
      2. Anyone welcome to attend – president and treasurer required to attend
      3. Will have a session on sponsorship, responsible event planning
      4. March 23rd 5-8 PM, March 24th 5-8 PM, March 25th 11AM- 2PM🡪 must attend one
   3. Committee Recruitment (J. Chu)
      1. Fundraiser, PDW fundraiser, Comm Ed coordinator have drafted a description of their committees already and Jerold has made a document
      2. Will be sending it out this weekend; deadline for recruitment will be April 2
   4. Treasurer and Reimbursement Orientation (M. Yeung, R. Lalani)
      1. March 15 at 5:45PM; room TBA
      2. Will go over reimbursements, the usage of square etc
   5. CAPSI Membership Proposal (J. Chu, A. Mew)
      1. Membership did not get passed by PhUS council
   6. CAPSI Membership Moving Forward (J. Chu, A. Mew)
      1. Will be making a welcome back letter to first years so they know more about CAPSI and what we do
      2. Will work on making distinctions on events that CAPSI is holding; make sure the student body knows that PhUS/CAPSI collaboration events are not just PhUS events, but also CAPSI events
      3. Want to work on getting a photographer to come take pictures of our events; can have an ad hoc position for now and if it goes well, we will make it official through a referendum
      4. Year reps will need to work hard on promoting next year
      5. Want to work on showing that CAPSI has a lot of benefits for only our members
         1. Textbook sales: anyone who joins CAPSI, will get a rebate on their textbooks later on
         2. Can give out respimat inhalers for anyone that joins CAPSI
         3. Give them a discount if they want to buy a shirt
      6. We want to take PhUS’ advice so that we can do better together
      7. For now, if there is anyone who has a question about the proposal, direct them to Jerold or Ada
   7. Council Photo (L. Zhang)

**Roundtable**

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| --- | --- |
| **Position** | **Update/Announcements** |
| Sr. Rep | * Got a donation of around 70 respimats * Looking to give out a survey to the students to see how satisfied they are with their CAPSI membership and if they find it useful |
| Jr. Rep | * Case based competition (national competition) * In the past we weren’t able to hold this because of funding; this year we will be asking for funding from CSHP * If we have this competition might need give the winner a spot to PDW |
| Treasurer | NTR |
| Vice-Treasurer | * Please change your cover photo to PAM if you haven’t done so already * Would like to include more club involvement in GPA; hope CAPSI will continue being involved in GPA |
| Secretary | NTR |
| Sponsorship | * Will draft out a sponsor email soon |
| 1st year Rep | ----- |
| 2nd year Rep | NTR |
| 3rd year Rep | Regrets |
| 4th year Rep | * Announce in class that there are some extra sessions for the pugs and drugs🡪 will be releasing the spots at 4PM |
| IPSF Liaison | NTR |
| Comm. Ed. Coord. | NTR |
| IT Officer | * Going to reset the passwords for the CAPSI emails * Message Cynthia about what you want your new password to be * If you want to report anything for the newsletter let Cynthia know |
| Fundraiser | Regrets |
| PDW Fundraiser | Regrets |

* 1. Deposits
  2. Reimbursement

3.10. Amendments

3.11. Payments

3.11.1. Motion to give a $10.00 Starbucks Gift Card to Thomas Tsuei and Fatima Ismail from the

Pharmacy Yearbook Club for photographing Headshot Happy Hour on March 9 and 10, 2017

respectively, motioned by N. Halim and seconded by S. Baptie.

1. **Adjournment at 12:42PM motioned by A. Mew and seconded by H. Gong.**