CAPSI MEETING

October 9th, 2015

PHRM 4116, UBC

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| **Senior Rep** | Kevin Sin | **** | **IT Officer** | Genie Cheung | **** |
| **Junior Rep** | Stephanie Song | **** | **4**th year rep | Moh Kazem | **** |
| Faculty Co-Advisors | Paulo Tchen  Dr K. Seto | **-**  - | **3**rd year rep | Ruthdol Ywaya |  |
| **Secretary** | Louise Lau | **** | **2**nd year rep | - |  |
| **Treasurer** | Kevin Chu | **** | **1**st year rep | Margaret Lu |  |
| **Community Ed. Coord** | Dwayne S. da Silva | **** |  |  |  |
| **CAPSIL Editor** | Maci Wong | **** | **CSHP Mem. Coord** | Jackson Stewart |  |
| **PDW Fundraiser** | Michelle Yeung | **** |  |  |  |
| **Fundraiser** | Yolanda Lin | **** |  |  |  |
| **IPSF Liaison** | Benny Sio | **** |  |  |  |

1. Call to order (12:07)
2. Standing Business
   1. Motion to adopt the minutes from September 19th 2015 motioned by M. Kazem and seconded by S. Song.
3. New Business
   1. Recap of CAPSI Events
      1. CAPSI First Year Pita Party Social 2015 (K. Sin)
         * 1. The event was an overall success. The turnout was more than expected and the membership has doubled since last year. The management of food distribution could have been slightly more organized as it was being taken without permission.
      2. Volleyball Tourney 2015 (Y. Lin)
         * 1. The turnout was great. The setup took longer than expected as nobody knew the rules and setup for volleyball. For future organizers, make sure someone has a good understanding of the setup.
      3. Run For The Cure 2015 (K. Chu)
         * 1. The weather and turnout was great. For next year, Dr, Hafeli should be notified earlier as he is will to provide incentives for participants.
      4. IPSF Student Exchange and PDW Info Session 2015 (B. Sio)
         * 1. The turnout for the event was great and there was overall a lot of interest in the program. Benny has received a few emails relating to the program from interested students so the information session helped raise overall interest.
      5. Career Avenues 2015 (K. Sin)
         * 1. Everything at the event ran smoothly and it was an overall success. For next year, we may have to be stricter with people entering the vicinity as there were classes running and people needed to use the washroom. It would be better to direct them to washrooms away from the atrium. Also, there was a minor problem with students helping themselves to food before the event started so we may need to be more alert to letting students near the food before it is being served.
   2. Textbook Distribution (K. Sin)
      * + 1. All the textbooks have arrived. Distribution will continue throughout next week. K. Sin will be setting up a doodle doc for time slots for council members to help distribute.
   3. Membership Items and Sign-Up Wrap-Up (K. Sin)
      * + 1. Kevin S. will be purchasing two locks and providing council members with the combination so they have access to membership items for distribution. Dwayne will be allocating two lockers for the storage of these items.
   4. CAPSI Competitions 2015
      1. Student Literary Challenge (M. Kazem)
         * 1. All the documents have been received by Moh. The tentative deadline for submission will be in the third week of October. Moh will be creating a Facebook event for all the competitions.
      2. Patient Interview Competition (R. Ywaya)
         * 1. Dr. Fong Chan is will to be the judge for this event. The event will be help on Oct 27, 2015 from 10-11:30 AM. The rooms for the event has been booked.
      3. OTC Competition (M. Kazem)
         * 1. Moh is still in the process of looking for judges as four potential candidates have refused to judge. However, he has already secured a standardized patient.
      4. Compounding Competition (S. Song)
         * 1. The tentative date is Oct 28, 2015 from 6-9pm. All the supplies for the competition have arrived. It will be open to students on a first come first serve basis.
   5. PDW Fundraising Committee 2015 (M. Yeung)
      1. Magnetic Fasteners Recap
         * 1. So far, 77 magnets have been sold. There are 23 of them left and some are passed onto year reps to sell to their year.
      2. Gala Rose Sale Update
         * 1. The rose sale so far has been quiet but sales are expected to pick up closer to the gala date. Michelle will organize sales one hour per day on Wed, Thurs and Fri next week.
   6. Mr. Pharmacist 2015 (Y. Lin)
      * + 1. So far, there are 7 participants (5 first years, 1 second year [Craig Hu], 1 third year [Viktor K.]) and the promo video should be up by next week.
          2. Kappa Psi has refused to do alcohol sales for the event so Yolanda is currently contacting other potential clubs that may be interested.
          3. Both the dance club and chamber choir have not respond to her emails about performing at the event.
          4. Yolanda is considering providing incentives for contestants who sells the most tickets.
   7. PDW Draw Evening 2015 (K. Sin)
      * + 1. Tentative date for draw is Oct 19, 2015. The planning committee in Waterloo has set strict deadlines therefore the draw will take place before most of the competitions.
   8. CAPSI-CSHP Symposium (S. Song)
      * + 1. Will revisit this topic next week
   9. CAPSI AGM (K. Sin)
      * + 1. The meeting will take place during the second week of November. The event will have free food and door prizes to encourage people to attend.

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| Position | Update/Announcements |
| Sr. Rep | NTR |
| Jr. Rep | NTR |
| Treasurer | NTR |
| Secretary | NTR |
| 1st year Rep | Regrets |
| 2nd year Rep | NTR |
| 3rd year Rep | Regrets |
| 4th year Rep | NTR |
| IPSF Liaison | NTR |
| Comm. Ed. Coord. | NTR |
| CAPSIL editor | NTR |
| IT Officer | The “about us” tab on the website needs to be updated |
| Fundraiser | NTR |
| PDW Fundraiser | NTR |
| CSHP Liaison | NTR |

* 1. Deposits motioned by M. Wong and seconded by B. Sio.
     1. Motion to deposit $152.00 for PDW Fundraising Committee from CAPSI Magnetic Fastener Sales 2015
     2. Motion to deposit $209.00 for CAPSI Fundraising Committee from CAPSI Volleyball Night 2015
  2. Reimbursement motioned by S. Song and seconded by M. Wong and abstained by B. Sio, K. Sin, M. Kazem, Y. Lin, K. Chu.
     1. Motion to reimburse B. Sio $120.00 for retreat activities at the CAPSI-PhUS Retreat 2015.
     2. Motion to reimburse Kevin Sin $40.00 for retreat activities at the CAPSI-PhUS Retreat 2015.
     3. Motion to reimburse M. Kazem $52.00 for gas expenses for the CAPSI-PhUS Retreat 2015.
     4. Motion to reimburse M. Kazem $60.00 for thank-you letters and gift cards for faculty advisors.
     5. Motion to reimburse Kevin Sin $423.75 for refreshments and prizes for CAPSI First Year Pita Party Social 2015.
     6. Motion to reimburse Y. Lin $134.50 for booking expenses for CAPSI Volleyball Night 2015.
     7. Motion to reimburse K. Chu $280 for refreshments for Student Exchange and PDW Info Session 2015
     8. Motion to reimburse B. Sio $500 for transportation and activities for the IPSF Student Exchange. The receipts are not on record because Benny was unable to locate them.
  3. Amendments
  4. Payments

1. Adjournment (12:58) motioned by B. Sio and seconded by K. Chu