**CAPSI MEETING**

**October 5th, 2012**

**PHRM 3116, UBC**

\_\_\_ = Important dates

\_\_\_ = new ideas  
\_\_\_ = requires action from someone

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| **Senior Rep** | Amy Le | **** | **IT Officer** | Stephanie Ho | **** |
| **Junior Rep** | Stephen Huynh | **** | **4th year rep** | Irfan Rajani  (Term 1)  Charles Yu  (Term 2) | ****  **-** |
| Faculty Co-Advisors | Paulo Tchen  Dr K. Seto | **-**  **-** | **3rd year rep** | Shaylee Peterson | **** |
| **Secretary** | Leanne Leung | **** | **2nd year rep** | Lisa Lix | **** |
| **Treasurer** | Vivien Hu | **** | **1st year rep** | Kathy Sheng | **** |
| **Community Ed. Coord** | Puneet Vashisht | **-** |  |  |  |
| **CAPSIL Editor** | Katie Milbers | **** | **CSHP Mem. Coord** | Eric Wong  Yoshi Ito | **-**  **** |
| **PDW Fundraiser** | Alex Mehta | **** | **National Council** |  |  |
| **Fundraiser** | Lily Liang | **** | **VP Education** | Nader | **-** |
| **IPSF Liaison** | Jessica Tran | **** |  |  |  |

1. **Call to order (5:08PM)**

1. **Standing Business**
   1. Motion to adopt the minutes from September 28th, 2012  
      Motioned by: J.Tran. Seconded by: I. Rajani. All in favor. Motion Passed.
2. **New Business**
   1. Careers Avenue Wrap-up (A. Le, S. Huynh)

* planned in conjunction with UBC Alumni, Tony organized event; $500 compensation from Alumni since event used to be organized by CAPSI and participants were charged for admission
* CAPSI was responsible for setup/takedown and helping out the exhibitors; exhibitors were impressed with the level of student involvement
* event went smoothly: lots of sponsors/exhibitors and a lot of students came out
* FEEDBACK: layout was a little bit crowded, could have used more of the concourse to have more room to move around (expand the area towards the elevators and towards the main entrance to compensate for congestion)  
  1. CAPSI-IPSF Driving Range Fundraiser Wrap-Up (J. Tran)
* held on Tuesday, October 2nd: turnout was not as good as last year (only half of the people that signed up showed up)

- the weather was clear, but people usually only play up to 2 hours before they are tired

* Pfizer donated $100, total cost spent on giftcards/prizes $166, total deposit $102
* FEEDBACK: call organizer/contact person at the Driving Range earlier next year (event usually held in September); get people to pay right at the moment they sign up have a prize draw for early birds; have online registration and online payment (Rezgo with AMS – Vivien will look into this; another option is PAYPAL)
  1. Alumni T-shirts (K. Milbers, A. Le)
* lots of t-shirts left, have been speaking to Caely-Ann (new faculty member in charge of Pharmacy Alumni program, and who ran the alumni booth at open house) about the t-shirt sales
* Possible dates for t-shirt sales: Saturday, Oct 13th Union Meeting for class of ’87 and October 27th for Preceptor Workshop
* send Paulo the design and get Paulo to pre-sell them (via email?) to see if there is any interest before setting up a booth at the event; ~80 preceptors are expected to come, Paulo suggested selling t-shirts at $5-$10/t-shirt
* Katie Milbers: willing to set up something to sell to the student body, online pre-sales for students (IT announcement, PhUS facebook, etc)
* Alex Mehta: the PDW FUNDRAISING Committee may be willing to sell shirts to keep the profit and give back the cost to CAPSI
* do we want to sell t-shirts during the Grad clothing Sales?: No, probably will sell the t-shirts after the Grad Clothing Sale is over
  1. Mr Pharmacist Pagent Fundraising Committee (L. Liang)  
     BIRT CAPSI UBC form the fundraising committee 2012-2013 and it shall consist of General fundraiser as the chair, CAPSI Senior (Amy), CAPSI Junior (Stephen), and 5 council members: Katie Milbers, Lisa Lix, Irfan Rajani, Kathy Sheng, and Alex Mehta, and the following general CAPSI members: Ivy Fung, Wendy Luong, and Adam Davis.

Motioned by L. Liang. Seconded by: J. Tran. All in favour. Motion Passed.

* 1. CAPSI-Tilak Award Update (S. Huynh)  
     BIRT UBC CAPSI dissolves the Tilak Award of Professionalism Voting Committee 2012 consisting of consisting of the CAPSI Sr. Rep (Amy Le), CAPSI Jr. Rep (Stephen Huynh), and all Year Reps: 1st (Kathy Sheng), 2nd (Lisa Lix), 3rd (Shaylee Peterson), 4th (Irfan Rajani).   
     Motioned by: S.Huynh. Seconded by: V.Hu. All in Favor. Motion Passed.  
     -The award recipient is Sandy Mok, who will be notified and will get the award at the AGM
  2. CAPSI Competitions (A. Le, S. Huynh)
     1. Jeopardy Update: Oct 10
* must advertise! – only one team signed up (REPS please advertise on FB, especially to first year)
* questions are made so that all years can answer them
* still working out the logistics, AV is working for the multipurpose lab  
  + 1. PIC/SLC Update
* approached Dr Seto as a possible competition judge, appeared interested and will need to send her the date of competition
* found a standardized patient for competition (Shaylee’s friend)
  + 1. OTC Update:
* still need information from Nader – Tony needs information soon   
  + 1. Compounding Update:
* Medisca update: compounding materials should arrive at UBC in the next few weeks
* still need one more judge as it is anticipated that this event will be popular  
  1. CPhA Lunch and Learn (A. Le)
* Miguel Lopez-Dee, CPhA representative, will come to UBC to speak about CPhA
* event will be held some time in November
* TOPIC SUGGESTIONS: more about the blueprint (what is the progress, where is the blueprint at right now – more info, less “fluffy/fuzzy” stuff), what happened in during the meeting of the Council of the Federation by Co-Chairs Premier Brad Wall and Premier Robert Ghiz, CPhA forum (“My CPhA”)  
  1. CAPSI membership event Term 1 (Year Reps)
* a lot of first years joined after CAPSI Awareness week, 50 new members and majority of them are first year students
* would like to have a information board/poster near the lockers to let people what CAPSI events are going on
* another Welcome Event for (new) members 🡪 postpone to week of January 16th to allow for CAPSI elections promotion (elections held tentatively Jan 25th) 
  1. Council Dinner (L. Leung)
* most likely held after October 26th
* survey will be sent out week of October 8th
  1. Roundtable

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| **Position** | **Update/Announcements** |
| Sr. Rep | * PDW: 23 people are coming and have paid deposit, 14 seats open * membership push: do a “did you know” footnote in the Weekly IT announcements * Suggestion: first year orientation in August orient more towards advertising and getting more memberships from incoming first year students * have cut off/priority for members who signed-up up until the end of this year for PDW next year 🡪 start advertising this “priority” NOW |
| Jr. Rep | * Run for Cure: 70 members on UBC Pharmacy team, raised ~$4000 and $30000 on the CAPSI national level * PhUS meeting on Wednesday: goal to unify how everything is advertised to the student body, use of centralized website where all clubs can get their messages out without competing with other feeds (ie: facebook) – try to connect posts with facebook/twitter * with the agreement of all Pharmacy Undergrad Clubs: need people to start checking a unified website by giving a main announcement that “all info will now be advertised here” * alternatively, clubs can post small announcements on the PhUS website and give a link that back tracks to your club website for more info * have a forum with threads for each student group (so people can go and check out the thread history |
| Treasurer | NTR |
| Secretary | * Jessica: please provide new date and/or time for TB Symposium |
| 1st year Rep | NTR |
| 2nd year Rep | NTR |
| 3rd year Rep | NTR |
| 4th year Rep, 4th yr | * will be emailing Tony again for judges for CAPSI competitions * if not enough judges, tape record counsel and have Tony judge it later |
| IPSF Liaison | NTR |
| Comm. Ed. Coord. | n/a |
| CAPSIL editor | * CAPSIL Newsletter will be sent sometime next week |
| IT Officer | * Kathy: please send picture and blurb for website * please remove old stuff from last year * archive old stuff? * spice up our website with more current information |
| Fundraiser | NTR |
| PDW Fundraiser | NTR |
| CSHP Liaison | * last Friday event went well, 120 members showed up * need to make a meeting for the Symposium Committee |

* 1. Deposits

Motion to deposit $1250.00 as sponsorship money for last year’s events.

Motion to deposit $1580.00 in membership money

Motion to deposit $1400.00 as part of the CAPSI second round CPhA book sales

Motion to deposit $102.00 for CAPSI-IPSF Driving Range Fundraiser.

Motion S. Huynh. Second L. Lix All in favor. Motion Passed.

* 1. Reimbursements  
     Motion to reimburse J. Tran $136.96 for purchasing golf balls and prizes for the CAPSI-IPSF Driving Range Fundraiser.

Motion to reimburse A. Le $10.72 for purchasing scotch tape and permanent markers for exclusive CAPSI events.

Motion to reimburse A. Le $3.92 for printing posters for the Careers Avenue event.   
Motioned by: A.Mehta. Second by: I. Rajani. All in Favor. Motion Passed.

* 1. Amendments

None

1. **Adjournment (6:16PM)**Motioned by: S. Huynh. Seconded by: K. Milbers. All in favor. Motion Passed.