



**CAPSI Meeting  
 January 19, 2018  
 UBC Pharmaceutical Sciences Building – Room 3116**

<b>Senior Representative</b>	Ada Mew	P	<b>IT Officer</b>	Cynthia Ramasubbu	P
<b>Junior Representative</b>	Katie Bishop	P	<b>Community Education Coordinator</b>	Michelle Le	P
<b>Secretary</b>	Lucy Zhang	P	<b>IPSF Liaisons</b>	Henry Gong	P
				Ben Kwong	R
<b>Treasurer</b>	Riaaz Lalani	P	<b>4<sup>th</sup> Year Representatives</b>	Nolan Lee	-
				Nick Halim	L
<b>Vice-Treasurer</b>	Iris Luo	P	<b>3<sup>rd</sup> Year Representative</b>	Monique Theriault	P
<b>Sponsorship Coordinator</b>	Sandy Baptie	R	<b>2<sup>nd</sup> Year Representative</b>	Manvir Mehanger	P
<b>PDW Fundraising</b>	Annie Wu	L	<b>1<sup>st</sup> Year Representative</b>	Katie Bishop	P
<b>Fundraiser</b>	Stephanie Leung	L	<b>Faculty Advisors</b>	Dr. Kathy Seto	R
				Paulo T. Chen	R

**P** – Present, **A** – Absent, **R** – Regrets, **L** – Late

**1. Call to order at 12:05PM motioned by M.Theriault seconded by M. Mehanger.**

**2. Standing Business**

2.1. Motion to adopt the minutes from Jan 5<sup>th</sup>, 2018 motioned by I. Luo seconded by S. Knight.

**3. New Business**

3.1. PDW Reflection (A. Mew, K. Bishop)

3.1.1. Year Reps to do classroom announcements on winners, elections, new ad hoc committee

3.1.1.1. Presentation has been made for PDW, Ad Hoc committee, upcoming events that year reps can use

3.1.2. If you have more group pictures, please send them to Katie

3.1.3. UBC Local Advocacy Ad-Hoc Committee: CPP, expanded scope, preceptorships and regional rotations, pharmacists awareness month, May measurement month

3.1.4. If you are interested in President Elect position for National (3 year position) or Finance Officer (1 year position), please speak with Ada, Katie, Riaaz or Iris

3.2. UBC CAPSI Constitutional Review (A. Mew)

3.2.1. One Fourth Year Rep: May be redundant to have 2 fourth year reps, workload will be okay for one fourth year rep, fourth years may not be that interested in joining new clubs



- 3.2.1.1. Roles: Usually just use Facebook for classroom announcements, SLC competition
- 3.2.2. Two First Year Rep: more presence for first years, first year rep may not know what is going on with CAPSI
- 3.2.3. Be it resolved that CAPSI UBC will be combining two fourth year rep chairs into one going forward in the 2018 elections. Motioned by A. Mew, seconded by S. Leung. No Objections. N. Halim and M. Theriault abstained. Motioned passed.
- 3.2.4. Be it resolved that CAPSI UBC will expand the first year rep role to include two chairs with one vote starting the 2018 elections. Motioned by S. Knight, seconded by M. Theriault. No Objections. K. Bishop abstained. Motioned passed.
- 3.3. UBC (Local) Elections (A. Mew, K. Bishop)
  - 3.3.1. February 7th (Wednesday)
  - 3.3.2. Year Reps to make announcement; direct questions to current outgoing for each position
- 3.4. National Elections (A. Mew)
  - 3.4.1. Candidate Package due January 29th
    - 3.4.1.1. 5 minute presentation and 2 questions; filmed and one chance at refilming
    - 3.4.1.2. Please contact Katie if interested
  - 3.4.2. Vote Feb - In Camera Session February 2nd
- 3.5. Ad-Hoc UBC-CAPSI Integration Framework (A. Mew)
  - 3.5.1. Presenting to PhUS Wednesday January 24th and January 31st
  - 3.5.2. Current ad-hoc committee has been posting up announcements and raising awareness for CAPSI
    - 3.5.2.1. Please help to spread awareness to the students about what CAPSI does as a club
- 3.6. Ad-Hoc Local Advocacy Meeting (A. Mew, J. Mejia)
  - 3.6.1. Proposed Date TBA
  - 3.6.2. Tabled for next meeting
- 3.7. CSHP-CAPSI ID in February (N. Adjintetty, A. Mew)
  - 3.7.1. February 28th 5-7PM, Lucy to book room 3340
  - 3.7.2. Basic and specific ID presentations
  - 3.7.3. Year Reps to make announcements



3.8. Fundraising Initiative (S. Leung)

3.8.1. Motion to table item 3.8 for Jan 26. Motioned by M. Le, seconded by H. Gong. S. Leung abstained.  
 Motion passed.

3.9. Happy Headshot Hour 2 (M. Mehanger)

3.9.1. Contacted Shannon Lau, aimed to prepare photos for PhUS elections in March

3.9.2. Business Card Drive: students can preorder through CAPSI, template will be made

3.9.2.1. \$10 for 200 business card, shipping for \$15

3.9.2.2. Table where to use profits

3.10. Year Rep Locker Upkeep (A. Mew, I. Luo)

3.10.1. Cash box is currently disorganized, spreadsheet to be made on google docs to keep record of cash box use

3.10.2. Let Iris know if you have any suggestions for spreadsheet

3.11. CAPSI Turn Over Report (A. Mew)

3.11.1. Due February 18, please send it to [ubcjr@capsi.ca](mailto:ubcjr@capsi.ca)

3.11.2. Template has been sent out with agenda this week

**Roundtable**

Position	Update/Announcements
Senior Representative	NTR
Junior Representative	PhUS/CAPSI Retreat - last week of August - if you have any ideas for activities please let Katie know Social Media Presence - posts to raise awareness for IT officer
Secretary	NTR
Treasurer	NTR
Vice-Treasurer	NTR
Sponsorship Coordinator	Regrets
PDW Fundraising	NTR
Fundraising	NTR
IT Officer	- will be making posts about PDW
Community Education Coordinator	Dermatological Skin care presentation - sunset community Smoking Cessation Booth - Richmond Centre



	Senior Health - workshops at UBC learning exchange Cough and Cold - end of Feb at Vanier Wash out Bug out - Feb 1
IPSF Liaisons	PSF Donation of \$100
4 <sup>th</sup> Year Representatives	NTR
3 <sup>rd</sup> Year Representative	Comedy Improv Night - may not be professional - possible to combine with Next Top Pharmacist, but must consider length of the show
2 <sup>nd</sup> Year Representative	NTR
1 <sup>st</sup> Year Representative	NTR

#### 4. Reimbursements

- 4.1. Motion to reimburse Simon Zhou \$475 as the compounding competition winner for PDW 2018, motioned by H. Gong and seconded by N. Halim.
- 4.2. Motion to reimburse Elisa Colasurdo \$475 as the compounding competition winner for PDW 2018, motioned by A. Mew and seconded by S. Knight.
- 4.3. Motion to reimburse Simon Qi \$475 as the compounding competition winner for PDW 2018, motioned by M. Le and seconded by K. Bishop.
- 4.4. Motion to reimburse Loreena Pang \$475 as the compounding competition winner for PDW 2018, motioned by S. Leung and seconded by M. Theriault.
- 4.5. Motion to reimburse Fairuz Siraj up to \$400 as the OTC and PIC competition winner for PDW 2018, motioned by S. Knight and seconded by N. Halim. M. Theriault abstained.
- 4.6. Motion to reimburse Zain Kanani up to \$250 as the poster competition winner for PDW 2018, motioned by M. Mehanger and Chris. M. Theriault abstained.
- 4.7. Motion to reimburse Manrose Mann up to \$250 as the poster competition winner for PDW 2018, motioned by N. Halim and seconded by A. Wu. M. Theriault abstained.
- 4.8. Motion to reimburse Thomas Tsuei up to \$400 as the SLC competition winner for PDW 2018, motioned by S. Knight and seconded by M. Theriault. N. Halim abstained.
- 4.9. Motion to reimburse Nikolay Koko Todorov up to \$400 as the Next Top Pharmacist competition winner for PDW 2018, motioned by M. Mehanger and seconded by M. Le. S. Leung abstained



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4.10. Motion to donate \$100 to PSF Canada. Motioned by A. Mew and seconded by M. Theriault. S. Leung and H. Gong abstained.

**5. Amendments**

**6. Payments**

**7. Adjournment at 12:50PM motion by A. Mew seconded by C. Ramasubbu.**