

CAPSI Meeting
July 14, 2020
Online via Zoom

Senior Representative	TJ Dhadial	P	IT Officer	Isabella Di Trocchio	P
Junior Representative	Celia Ma	P	Community Education Coordinator	Ria Garg	P
Secretary	Sandeep Padam	P	IPSF Liaisons	Amanda Sambrielaz	P
				Ting Cheng	P
Treasurer	Louise Araújo	P	4th Year Representatives	Brittany Buffone	L
Vice-Treasurer	Shirley Li	P	3rd Year Representative	Jenny Chen	P
Sponsorship Coordinator	Amy Jradi	P	2nd Year Representative	Val Carvalho	L
Fundraiser	Lily Zhang	P	1st Year Representative	TBD	N/A
	Emily Wong	P		TBD	N/A
Advocacy	Manrubby Dhillon	P	Faculty Advisors	Dr. Kathy Seto	A
				Paulo Tchen	A

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

1. Call to order at 7:07 PM: motioned by J. Chen, seconded by C. Ma.

2. Standing Business

2.1. Motion to adopt the minutes from May 26, 2020: motioned I. Di Trocchio, seconded by C. Ma.

2.2. Fate of CAPSI events for the coming year (TJ. Dhadial)

2.2.1. Options moving forward:

- Option 1: postpone event to term 2 (keep in mind term 2 is shorter)
- Option 2: hold event virtually
- Option 3: hold event in person (no longer feasible for Fall as classes will be online)
- Option 4: cancel the event

2.2.2. Senior

2.2.2.1. Pharmafacts Bowl Competition (with Junior)

- VP Ed National will email TJ the Pharmafacts questions in September
- TJ will organize event in October/November

2.2.2.2. PDW T-Shirt Competition (with Junior)

- Will need an update from CAPSI National to see if PDW T-shirt competition is still happening (most likely not)

2.2.2.3. PAM Organizing Committee (with VP External)

- **ACTION:** TJ to contact PhUS VP External

2.2.2.4. Breast Cancer Awareness Week (with PhUS)

- **ACTION:** TJ to contact PhUS rep

2.2.2.5. Career Avenues (with Tony Seet and other related Faculty)

- Update: Meeting with Tony Seet on July 15th to discuss ideas regarding virtual event
- Will ask CAPSI execs for help with the event depending on what is decided in the meeting

2.2.2.6. Seminars based on topics sent by CAPSI National

- Need to wait for CAPSI National to send the topics before organizing event

2.2.2.7. AGM (with Secretary and Junior)

- Will start planning in September 2020

2.2.2.8. L&L with Pharmachoice and GSK

- **ACTION:** TJ to contact the respective representatives in upcoming days
- Confirm the Faculty's plans for term 2 before emailing GSK

2.2.2.9. PDW Information Session

- CAPSI National is planning on hosting PDW 2021 virtually
- Unsure of how/which competitions will happen (compounding is cancelled for sure)
- Could still do PDW events locally to help promote PDW next year (2022)
- Info session is normally done during CAPSI Awareness Week in September
 - Can do an online info session

2.2.3. Junior

2.2.3.1. Annual Symposia at CPhA Conference

- Done in partnership with CSHP local student coordinator
- **ACTION:** C. Ma to contact the new CSHP coordinator

2.2.3.2. Textbook Sales

- Cancelled for term 1 (Tony said first years will be using online references)

- Budget impact: we will not have a lot of expenses this year so we should be okay with this lost revenue source

2.2.3.3. Pharmacist Awareness Month

- **ACTION:** C. Ma to contact VP external
- Will likely be held online
- More updates as we get closer to the event (term 2)

2.2.4. Secretary

2.2.4.1. Meet and Greet

- Normally done during CAPSI Awareness week in September
- Consists of a presentation for first years about CAPSI, member benefits, opportunities within CAPSI as well as competitions/events
- Presentation can be done via Zoom (outside of class time)
- Could advertise the meet and greet by collaborating with Pharmily (new committee which pairs 1st year students with mentors)
- **ACTION:** TJ to contact Anmol from Pharmily

2.2.4.2. By-elections for First Year Rep

- Can be done online
- Will send out Facebook notifications in September
- Could try to do an announcement during a 1st year Zoom lecture (contact faculty?)

2.2.4.3. September Membership Drive

- Can collect membership online using Square (L. Araújo and B. Buffone have developed an online method for collecting membership)
- How to distribute CAPSI swag/backpacks:
 - Could wait until term 2 to see if students have on campus classes
 - Could schedule meetups off campus
 - Could create a virtual swag bag
- **ACTION:** TJ, C. Ma, S. Padam, and A. Jradi will look into this

2.2.5. First Year Rep

2.2.5.1. Over the Counter Competition (PDW)

- Can be done online in term 2 after 1st year reps are elected
- Wait for the faculty's response about their term 2 plan

2.2.6. Second Year Rep

2.2.6.1. Compounding competition (PDW)

- Other schools have decided to cancel this so we will as well

2.2.6.2. Headshot Happy Hour

- Could be held in term 2 if students go back on campus (wait for an update)
- Other option would be to take the photos online

2.2.7. Third Year Rep

2.2.7.1. Patient Interview Competition (PDW)

- Standardized patient criteria comes from CAPSI National
- **ACTION:** TJ to email CAPSI National to see if they are sending a scenario
- If they do not send a scenario, we will have to create one (will need volunteers to help review/edit the scenario)
- Prizes for competition winners: usually provided by CAPSI National, but this year we will need to use some of our budget to provide prizes
- Event will be run in first term (mid November)

2.2.7.2. Poster Competition (PDW)

- Will run virtually in first term

2.2.8. Fourth Year Rep

2.2.8.1. Student Literacy Challenge (PDW)

- Usually done remotely/virtually anyway so no issues running it this year
- All PDW CAPSI competitions are usually done over 1 month (not split up over semesters) and we develop a FB PDW event page to help keep track of the events

- If we split up the events over semester 1 and 2, people may lose interest/get confused by schedule
- Could stretch PDW competitions from October to mid November (normally just in October)

2.2.9. Fundraising Coordinator x 2

2.2.9.1. Stethoscope sales

- Cancelled for term 1 and unsure if required in term 2
- Budget impact update: we will not have a lot of expenses this year so we should be okay with this lost revenue source

2.2.9.2. Next top Pharmacist (PDW)

- Many other schools are still hosting this
- Would prefer to do it in person because showcases the talent better, but unlikely
- Could do it online live via Zoom or by pre-recorded video submissions
- Wait for update from other schools

2.2.9.3. Summer BBQ for SSRP students

- Cancelled for term 1
- Check back in term 2 to see if we can hold it then

2.2.9.4. Rose sale and Coat Check for annual GALA

- Gala will likely be cancelled or moved to term 2
- **ACTION:** R. Garg to confirm status of GALA with PhUS VP social

2.2.10. Sponsorship Coordinator

2.2.10.1. Sponsorship Packages for Sponsors

- TJ and A. Jradi are working on this

2.2.10.2. microCAPSIL newsletter blurb to acknowledge sponsor's support

- Can continue as usual depending on available sponsors
- Lunch and Learns: host talks that had lots of student interest because we no longer have food as an incentive

2.2.10.3. CIBC/Rob Update: TJ will make a survey to collect student interest for topics

- **REMINDER:** TJ to cc C. Ma and A. Jradi in emails with CIBC

2.2.10.4. **REMINDER:** Executives please msg A. Jradi directly for any sponsorship concerns/requests; do not wait until the next local CAPSI meeting

2.2.11. Advocacy Coordinator

2.2.11.1. Pugs and Drugs

- Cancelled for term 1
- Will wait until Faculty announces plan for term 2

2.2.11.2. Off-campus events

- Plan events as per usual and contact OEE for approval
- Transitioning clinics online: could create educational videos based on the previously developed clinic protocols
- Some clinics (OP clinic) cannot be converted online

2.2.12. Community Outreach Coordinator

2.2.12.1. Advice for Life Competition (PDW)

- Was not done by the Community Outreach Coordinator last term (no turnover info)
- **ACTION:** Anyone else interested in doing this competition? Please msg TJ/C. Ma by the end of the week

2.2.12.2. Off-campus events

- Plan other events as per usual and contact OEE for approval

2.2.12.3. Collaboration with IHI (Institute of HealthCare Improvement)

- Faculty input: does not fall under community outreach so would not require an outreach approval form (this initiative falls under student education)
- **ACTION:** R. Garg to send more info to TJ/C. Ma to determine if it is appropriate for CAPSI to be involved in this collaboration

2.2.13. IPSF Liaison x2

2.2.13.1. SEP Information Session during CAPSI Awareness Week

- SEP was cancelled this year and are unsure if it is going to run next year

- Could still do an online webinar info session using last year's powerpoint (will wait for an update from the SEP coordinator)

2.2.13.2. Mental Health Seminar

- Can do an online webinar in term 2

2.2.13.3. Vampire Cup Blood Drive

- Usually in January through Canadian Blood Services (need to book an appointment)
- People can participate individually rather than as a group
- Could ask people to take photos to promote this on social media

2.2.13.4. Budget Inquiry

- Unknown IPSF Student Exchange Program (\$300)/IPSF Health Campaign (\$75) expenses
 - Likely info session food expenses

2.2.14. **Treasurer and Vice Treasurer**

- 2.2.14.1. No events and no updates

2.2.15. **IT Officer**

- 2.2.15.1. No events

2.2.15.2. CAPSI UBC Website

- Was last updated in May 2020
- **ACTION:** TJ to review website

2.2.15.3. Promote IG page

- **ACTION:** Executives please follow the CASPI UBC IG page
- Can post photos from advocacy/community outreach events (make sure you have consent from people in the photos)

Roundtable

Position	Update/Announcements
Senior Representative	<ul style="list-style-type: none"> • CIBC/Rob: <ul style="list-style-type: none"> - Still in contact with Rob for Lunch and Learns - ACTION: TJ and A. Jradi to design a survey on “Resources for financial resources available to pharmacy students”

	<ul style="list-style-type: none"> AgroHealth iMCQ PEBC Prep Discount: <ul style="list-style-type: none"> REMINDER: 20% CAPSI discount offered to all members for iMCQ PEBC prep ACTION: TJ to forward email with instructions on getting the discount to 4th year rep and IT Officer Let incoming and outgoing 4th year friends know, post on FB and IG
Junior Representative	<ul style="list-style-type: none"> GPA update: <ul style="list-style-type: none"> Volunteers to test run the stations: Brittany, Val, Jenny Louise, Sandeep, Amy, Isabella CAPSI/PhUS Retreat update: <ul style="list-style-type: none"> PhUs is going; CAPSI is not CAPSI will use this budget for some other events
Secretary	• NTR
Treasurer	• NTR
Vice-Treasurer	• NTR
Sponsorship	• NTR
Fundraising	• NTR
IT Officer	• NTR
Community Outreach	• NTR
IPSF Liaisons	• NTR
Advocacy	• NTR
4 th Year Representatives	• NTR
3 rd Year Representative	• NTR
2 nd Year Representative	• NTR
1 st Year Representative	• N/A
Faculty Advisors	• Absent

3. Reimbursements

4. Payments

5. Adjournment at 8:22 PM: motioned by R. Garg, seconded by V. Carvalho