

**CAPSI Meeting**  
**November 7, 2021, 8 PM PST**  
**Online (Zoom)**

<b>Senior Representative</b>	Celia Ma	P	<b>IT Officer</b>	David Tse	P
<b>Junior Representative</b>	Aneet Grewal	P	<b>Community Education Coordinator</b>	Lilyan Jia	R
<b>Secretary</b>	Rami Khouri	P	<b>IPSF Liaisons</b>	Jonah Curl	P
				Emily Blacklaws	P
<b>Treasurer</b>	Shirley Li	P	<b>4<sup>th</sup> Year Representative</b>	Jenny Chen	P
<b>Vice-Treasurer</b>	Nghi Le	P	<b>3<sup>rd</sup> Year Representative</b>	Jennifer Liang	P
<b>Sponsorship Coordinator</b>	Amy Jradi	P	<b>2<sup>nd</sup> Year Representative</b>	Sarah Burke	R
<b>Fundraiser</b>	Celeste Giovanatti	P	<b>1<sup>st</sup> Year Representative</b>	Mark Seo	R
	Sung Ju Lee	R		Jay Alam	R
<b>Advocacy</b>	Manrubby Dhillon	P	<b>Faculty Advisors</b>	Dr. Kathy Seto	R
				Paulo Tchen	R

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

**1. Call to order at 8:05 PM PST: motioned by D. Tse, seconded by J. Curl**

**2. Land Acknowledgement**

- 2.1.** We would like to acknowledge that we are meeting today on the traditional, ancestral, and unceded territory of the Coast Salish peoples – the Skwxwú7mesh (Squamish), Stó:lō and Səlílwətaʔ/Selilwitulh (Tsleil-Waututh) and xʷməθkʷəy̓əm (Musqueam) Nations.

**3. Standing Business**

**BIRT CAPSI UBC accepts the minutes from the meeting on October 13, 2021**

**A. Grewal / J. Curl**

**Motion carried**

**4. New Business**

**4.1. Competitions Update**

**4.1.1. OTC Competition**

4.1.1.1. N. Le: Everything went well. The pace was good, and the process was smooth.

A. Grewal: For the future, let participants come 5 or 10 minutes early. 15 minutes is too long.

J. Curl: Make sure to locate the right patient case beforehand.

**4.1.2. Patient Interview Competition**

4.1.2.1. J. Liang: Everything went well.

S. Li: Participants were unsure what to do. We should make it more clear for the participants. Should we go into the rubric, or would it be revealing too much information?

J. Curl: Agrees. Participants should be provided with more details.

4.1.2.2. **ACTION:** C. Ma will check with CAPSI national to see if more information can be revealed to the participants.

#### 4.1.3. **Advice for Life Competition**

4.1.3.1. Move to table for next meeting (A. Grewal / C. Ma)

#### 4.1.4. **Student Literacy Challenge**

4.1.4.1. J. Chen: Deadline to send submissions was on Friday

1 submission was received, so the deadline was extended but no other submissions were received.

Judges have until next Friday to give feedback. There is going to be 1 winner.

4.1.4.2. **Feedback for next year:** More marketing should be done.

### 4.2. **IPSF WC Update**

4.2.1. Aneet and Celia will follow up on Monday.

### 4.3. **Next Top Pharmacist Update**

4.3.1. C. Giovanatti: It is a competition where students sign up and participate in different kinds of events where they can earn points. Afterwards, the talent show will happen.

4.3.2. There aren't enough contestants. Try to invite more people to join. **Year representatives to make announcements to advertise for the competition.** The deadline has been extended until November 12th to accommodate more contestants.

4.3.3. Contestant Application Link: <https://forms.gle/wjMm17GuHRnzCMu28>

4.3.4. C. Ma: Is there an RSVP form?

C. Giovanatti: We're selling tickets to anyone who wants to come.

C. Ma: Did you find Judges?

C. Giovanatti: Ali said he could be a judge, but we need 3 judges. Otherwise, we will do audience voting.

4.3.5. Event Date: November 26th 7 to 9 pm. We want to promote the event so please come! It's going to be a fun event and there's going to be food!

4.3.6. Ask Celeste if you have any questions.

#### 4.4. Francophone Events from National

4.4.1. A. Grewal: National wants to have students from all the schools across Canada to talk about the Francophone community. They're asking if we're interested in participating in French-speaking events.

J. Curl: Beneficial but unsure if there's a lot of interested francophone students. There is a Health Science Francophone club, but not sure about any pharmacy specific initiatives.

D. Tse: The Francophone community is not large enough.

A. Grewal: Knows some people from Montreal but not sure if they would be interested.

C. Ma: We need to make sure that the Francophone community is not marginalized. Let's give them an opportunity to join if they want to. They don't have to be CAPSI members.

**BIRT CAPSI UBC promotes the connection of Francophone students to a national community.**

**J. Curl / D. Tse**

**Motion carried**

#### 4.5. Membership Swag Distribution

4.5.1. C. Ma: We have enough swag packages to give out. There are packages for us too!

We're going to set up a booth in the week after the reading break to distribute everything.

We need 2 volunteers each day during lunch hour.

4.5.2. **ACTION:** Please sign up: [Membership Swag Distribution - Volunteers!!](#)

#### 4.6. Annual General Meeting

4.6.1. C. Ma: We hold 2 AGMs each year.

This term's AGM is on November 25th from 12 to 1 pm, in person and live streamed on Zoom.

We need to go over all our by-law changes and vote on them, announce competition winners and provide certificates, and take pictures and have fun.

Hopefully, it won't take more than 1 hour.

This is a mandatory event. If you can't come you need to have a good reason. We need a certain number of members to be present. Let Celia, Aneet, or Rami know if you can't attend.

4.6.2. Invite CAPSI members to this event and let them fill the RSVP form:

[https://docs.google.com/forms/d/e/1FAIpQLSfCv6FYID\\_FxT\\_jD1wxc7X5KH3vypIkxeL-RYF4dTq6z5IbYA/viewform?usp=sf\\_link](https://docs.google.com/forms/d/e/1FAIpQLSfCv6FYID_FxT_jD1wxc7X5KH3vypIkxeL-RYF4dTq6z5IbYA/viewform?usp=sf_link)

4.6.3. **ACTION:** Read the Operating Manual and propose changes. Let us know if you don't have any changes for your role. Operating Manual:

[https://docs.google.com/document/d/1Rb20OJhtlciAmpQsRD-o\\_CY4FIgENHAUYrPCXE0pcw/edit](https://docs.google.com/document/d/1Rb20OJhtlciAmpQsRD-o_CY4FIgENHAUYrPCXE0pcw/edit)

4.6.4. Use this form to propose changes to the OM:

[https://docs.google.com/forms/d/e/1FAIpQLSe1JrWOAFzC3KoWXj32EHBSN4bFQXbwWNliiYlv5jJorSpvg/viewform?usp=sf\\_link](https://docs.google.com/forms/d/e/1FAIpQLSe1JrWOAFzC3KoWXj32EHBSN4bFQXbwWNliiYlv5jJorSpvg/viewform?usp=sf_link)

## Roundtable

Position	Update/Announcements
Senior Representative	<ul style="list-style-type: none"> <li>● CAPSI UBC was awarded a star for our efforts at the National Meeting today. We're recognized on a national level! Thank you all for your hard work.</li> <li>● Elections for national. See if you're interested in any positions and let Celia or Aneet know. David will post on social media.</li> </ul>
Junior Representative	<ul style="list-style-type: none"> <li>● Aquarium retreat + dinner for second semester! <ul style="list-style-type: none"> <li>○ We can get to know each other more and have fun. Let Aneet know if you're interested in this idea.</li> </ul> </li> <li>● For the Award for professionalism: 2 people is enough. Result is supposed to be done before the AGM.</li> </ul>
Secretary	<ul style="list-style-type: none"> <li>● NTR</li> </ul>
Treasurer	<ul style="list-style-type: none"> <li>● NTR</li> </ul>
Vice-Treasurer	<ul style="list-style-type: none"> <li>● NTR</li> </ul>
Sponsorship Coordinator	<ul style="list-style-type: none"> <li>● NTR. Lunch and learn feedback? <ul style="list-style-type: none"> <li>○ No problems.</li> </ul> </li> </ul>
Fundraising	<ul style="list-style-type: none"> <li>● NTR</li> </ul>
IT Officer	<ul style="list-style-type: none"> <li>● NTR. For general stuff post on the hub; do not spam across the class pages unless it is information specific to that class.</li> </ul>
Community Education Coordinator	<ul style="list-style-type: none"> <li>● NTR</li> </ul>



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IPSF Liaisons	<ul style="list-style-type: none"> <li>Looking for SEP locations for incoming students - Let us know if you know of any pharmacies interested in hosting an international student!</li> </ul>
Advocacy	<ul style="list-style-type: none"> <li>CAPSI National is organizing a nation-wide debate on pharmacy topics; advertisements &amp; info to come.</li> </ul>
4 <sup>th</sup> Year Representatives	<ul style="list-style-type: none"> <li>NTR</li> </ul>
3 <sup>rd</sup> Year Representative	<ul style="list-style-type: none"> <li>NTR</li> </ul>
2 <sup>nd</sup> Year Representative	<ul style="list-style-type: none"> <li>NTR</li> </ul>
1 <sup>st</sup> Year Representative	<ul style="list-style-type: none"> <li>NTR</li> </ul>
Faculty Advisors	<ul style="list-style-type: none"> <li>NTR</li> </ul>

**5. Reimbursements**

**6. Payments**

**7. Adjournment at 8:42 PM PST: motioned by D. Tse, seconded by J. Curl**