



Canadian Association of Pharmacy Students and Interns (CAPSI)  
 University of British Columbia  
 2405 Wesbrook Mall  
 Vancouver, British Columbia, V6T 1Z3  
 www.capsiubc.com

**CAPSI Meeting**  
**Nov 21, 2022**  
**UBC Pharmaceutical Sciences Building, Room 3202**

<b>Senior Representative</b>	Aneet Grewal	P	<b>IT Officer</b>	Setayesh Abdollahi	P
<b>Junior Representative</b>	Mark Seo	P	<b>Community Education Coordinator</b>	Armita Shadgan	P
<b>Secretary</b>	Celeste Giovanatti	P	<b>IPSF Liaisons</b>	Arrietty Song	P
				Emily Blacklaws	P
<b>Treasurer</b>	Nghi Le	P	<b>4<sup>th</sup> Year Representative</b>	Jennifer Liang	R
<b>Vice-Treasurer</b>	Noah Koster	P	<b>3<sup>rd</sup> Year Representative</b>	Atheer Dhia	P
<b>Sponsorship Coordinator</b>	Alix Logan	P	<b>2<sup>nd</sup> Year Representative</b>	Ilianna Bustamante-Araya	P
<b>Fundraiser</b>	Jay Alam	R	<b>1<sup>st</sup> Year Representative</b>	Jeevan Gill	P
	Shihoko Minakawa	R		Harshita Patel	P
<b>Advocacy</b>	Romina Amir Sardari	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 6:06 PM PST: motioned by I. Bustamante-Araya, seconded by E. Blacklaws**

**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 Sk̓wx̓wú7mesh (Squamish), Stó:lō and Səlilwətaʔ/Selilwitulh (Tsleil-Waututh) and xʷməθkʷəy̓əm (Musqueam) Nations.

**3. Meeting Outline**

- 3.1. Council Activity Report.
- 3.2. Motions/Amendments.
- 3.3. Competitions and award winners + photos.
- 3.4. NTP Announcement.
- 3.5. National Election Announcement.
- 3.6. Financial Report.
- 3.7. Q&A.

**4. Council Activity Report**

**4.1. Senior Representative**

- PhUS & CAPSI presentations at orientation for PY1 and PY2 students



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- Executive Goal Setting
- Pharmacy Clubs Night
- CAPSI Info Night
- CAPSI Fall By-Elections
- Assist with organizing competitions
- Mentor First-Year representatives in competition preparation
- Assist with organizing L&L with sponsorship coordinator
- Attend CAPSI National teleconferences, PhUS meetings, CSHP Board meetings
- Organized membership swag distribution
- Assist with organizing CAPSI AGM

#### **4.2. Junior Representative**

- CAPSI Textbook Sale
- Executive Goal Setting
- Assist with Pharmacy Clubs Night
- Assist with CAPSI Info Night
- Assist with organizing Fall By-Elections
- Mentor First Year representatives in competition preparation
- Award of Professionalism
- Pharmacist Awareness Month Co-Chair
- Assist with organizing CAPSI AGM
- Assist with organizing membership swag distribution
- Attend CAPSI National teleconferences, PhUS Interclub, CSHP Board Meetings

#### **4.3. Secretary**

- CAPSI AGM
- Prepare weekly meeting agendas and minutes

#### **4.4. Treasurer and Vice Treasurer**

- Handle reimbursements, payments and related paperworks through AMS



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#### **4.5. Sponsorship Coordinator**

- Lunch and Learns
- Obtaining sponsors for NTP

#### **4.6. Fundraising**

- CAPSI Stethoscope Sale
- Next Top Pharmacist

#### **4.7. IT/Marketing Officer:**

- Manage CAPSI UBC web domain, email hosting, and forwarding services
- Troubleshoot technical issues for CAPSI council members
- Assist with social media event posting and marketing of events

#### **4.8. Community Education Coordinator**

- Hired Co-chairs and sub-committee members
- Finish an infographic about burnout
- Contacting elementary schools to teach children about medication and needle safety

#### **4.9. Advocacy Coordinator**

- Subcommittees assigned leads for Diabetes, Hypertension, Osteoporosis, Sleep clinics, CAPSI Care Packages, and Social Solidarity in Isolation Initiative.
- Protocols for above are under development for event days for 2022; awaiting confirmation of community collaborators

#### **4.10. IPSF Liaison**

- SEP and IPSF Information session
- Helped prepare World Congress preliminary bid for CAPSI National

#### **4.11. Year Representatives**

- Assist with taking new memberships
- **Fourth Year representative:** Student Literacy Competition
- **Third Year Representative:** Patient Interview Competition
- **Second Year Representative:** Advice for Life Competition



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- **First Year Representatives:** Over the Counter Competition

## 1. **Motions/Amendments**

### 3.2.2 CAPSI Junior Representative

- Assisting the PDW Planning Committee if PDW is hosted at the University of British Columbia
- Participating as an active member in the following: ~~PhUS weekly meetings~~, CSHP monthly meetings, Interclub meetings, and CAPSI National meetings and CAPSI National teleconferences
- Organizing and promoting applications for the CAPSI Award of Professionalism

### 3.2.3 Secretary

- Organizing the CAPSI First Year Representative by-election in September and the CAPSI elections in March. Duties include ~~but not limited to printing and distributing ballots, counting the ballots~~ organizing an online voting form, notifying the CAPSI Senior Representative of the election results, and adapting to online methods if required.
- ~~Entering the name and contact information of all new General Student Members into the membership database after the September membership drive~~

### 3.2.6 Sponsorship Coordinator

- ~~Organize sponsored lunch n' learns throughout the year~~

### 3.2.7 Fundraisers (2)

- Co-chairing the Fundraising Committee ~~if required~~

### 3.2.12 CAPSI Second Year Representative

- ~~Organizing Headshot Happy Hour~~

### 4.2.5 Length of Term

The CAPSI Junior Representative, ~~Vice IPSF Liaison, Vice Fundraising Coordinator~~, and Vice Treasurer position are two (2) year positions, which carries over to the CAPSI Senior Representative, ~~IPSF Liaison, Fundraising Coordinator~~, and Treasurer position respectively if the candidate is successful in obtaining a vote of confidence.

### 4.2.8 Vote of Confidence



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In the event that the CAPSI Junior Representative, **Vice IPSF Liaison, Vice Fundraising Coordinator**, or Vice-Treasurer does not pass their vote of confidence, a by-election must be held to fill the respective CAPSI Senior Representative or Treasurer position as per Paragraph 4.2.2 (By-Election Protocol) and 4.2.3 (By-Election Voting Protocol). The outgoing CAPSI Senior Representative, **IPSF Liaison, Fundraising Coordinator**, and/or Treasurer will remain and fulfill the empty role until the results of a successful by election.

### **5.1 Council Meetings**

During the Membership Year, the CAPSI UBC Council shall meet at least once every 2 weeks (**either online or in person**) or as deemed necessary (with the exception of final exam periods, Reading Week, December, and April through August) **with at least one meeting monthly being in-person.**

#### **5.1.2 Meeting Format and Conduct**

Meetings will mainly occur in person, but it can be decided by members of the CAPSI UBC Council to hold meetings ~~both in person and or~~ via teleconference ~~in a hybrid model. This decision must have a majority in order to proceed with the hybrid model.~~

**BIRT CAPSI UBC will amend the above items as outlined: (C. Giovanatti/A. Dhia)**

### **1. Competition winners presentation.**

#### **1.1. Patient Interview Competition**

- 1.2. Participants conduct a patient interview and identify and resolve any drug-related problems.
- 1.3. 1st place: Annie Vo
- 1.4. 2nd place: Aya Al-Nuaimi

### **2. OTC Competition**

- 2.1. Participants interview and counsel on commonly seen self-selection products to a standardized patient.
- 2.2. 1st Place: Crish Kannan

### **3. Student Literacy Competition**

- 3.1. Participants write a 1000 word article on a topic of their choice related to a hot topic in pharmacy.
- 3.2. 1st Place: Adam Bleik
- 3.3. 2nd Place: Grant Guo



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3.4. 3rd Place: Jasmin Kaur Gill

4. Advice for Life Competition

4.1. Winner: Parisa Safavi

5. Compounding Competition

5.1. 1st Place: Jay Alam, Shihoko Minawaka, Elijah Tongol, Eleni Vradis

5.2. 2nd place: Aaron Tai, Allan Ma, Natalie Pak, Ethan Farber

5.3. 3rd place: Brenda Zou, Anisa Huang, Arrietty Song, Annie Vo

6. **NTP Promotion.**

6.1. **RSVP as soon as possible**

6.2. Will be held Tuesday, November 22th at 6 pm in the atrium. Contestants will compete in a talent show.

7. **CAPSI National Election Announcement.**

7.1. Visit the website for information. You get a lot of opportunities by joining. Deadline is December 21, 2022 @ 8:59pm PST

7.2. Contact Aneet Grewal/Mark Seo for any questions.

8. **Award winners presentation/ Notice of upcoming awards.**

8.1. **Upcoming Award: Award of Professionalism:** Recognize the advocacy skills, leadership and professionalism of pharmacy students.

8.2. **Upcoming Award: Laurel Prize:** Leadership, achievements in Pharmacy: Scan the barcode for info/application. Reach out to Aneet Grewal for any questions.

9. **Financial Report**

9.1. Revenues: Memberships, stethoscope and textbook sale, sponsorships.

9.2. Benefits: Competitions/Events

10. **Payments**

11. **Q&A**

5. **Adjournment at 6:14 PM PST: motioned by E. Blacklaws, seconded by J. Gill**