

**Minutes from Undergraduate Pharmacy Society  
September 28<sup>th</sup>, 2015, 7PM**

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Present: Joseph, Tiana, Shane, Alexandra, Hilary, Arpit, Lisa, Halina, Annie, Vivian, Patricia, Jonathan, Phillip, Elise, Sandra, Yumna, Jeffrey, Aveline, Matthew, Anna, Ran, Janice, Areeba, Maria, Jason, Teegan, Boyd, Puja, Aarti, Veeral, Becca, Erin, Alex, Sara, Steven, Valeria, Kenny Tan

Absent:

- A. Call to Order (Speaker)
- B. Motion to begin – Janice motions to begin, Alexandra seconds.
- C. Introduction of Guest(s)
- D. Bulk of Agenda Items:

**1.0 Faculty Advisor on SIF Committee (voting)**

Presenter(s): Shane

- To amend the constitution to include a Faculty/Staff Advisor on the Student Initiatives Fund Committee. This committee decides on the funding allocations for SIF and Faculty/Staff input would be beneficial. They have more insight to funding and help coordinate the two funds.
- Shane motions to add a faculty advisor to the SIF committee.
  - o For: 17
  - o Against: 0
  - o Motion passes.

**2.0 OPA Class Representatives (voting)**

Presenter(s): Teegan

- Discussion of OPA class representatives:
  - o Email vote complaints: not enough for the positions to do.
  - o Role of position: help to facilitate events (2 dinner and learn sessions, methadone sessions, OPA cup and talks that OPA staff facilitate on site), booking rooms, making announcements, get a general feeling of the classes, support OPA membership (be a point person to have people talk about these issues), expand OPA within the faculty (writing in the Monograph, student talks in the faculty).
  - o Idea is to have one student from each class; Waterloo did this last year and there was great success.
  - o Could it be someone on council and already on the OPA committee?
  - o Adding another position to class council is a lot considering it's quite large, and it could be election-based instead of an application-based process. They feel the OPA rep doesn't need to sit on class council at this point.
  - o How does info from the OPA get passed down to reps? Teegan would meet with them and assign them tasks.
  - o Trial run may not work well this year by adding the task to someone already on council.
  - o Could this be a club instead of an official council member?
  - o Can OPA reps get actively involved in meetings instead of it being an administrative role? Teegan's day to day is mostly administrative.
  - o How does the OPA know that the reps are involved? Waterloo had an official meeting with OPA to meet students and discuss various topics.
- We voted to establish an OPA committee in August.
  - o Committee now has class reps on it? Who will they be? Current class council member or a new position?
- Teegan motions to open four OPA Class Representative positions (one per year) who will sit on the OPA Committee and will not sit on class council, Arpit seconds.
  - o For: 15
  - o Against: 0
  - o Motion passes.

### **3.0 UPS Points for Phrosh Planning Committee (voting)**

Presenter(s): Alex and Sara

- Phrosh leaders in the past have received 4 UPS points for participating during Phrosh Week and leading their Orientation Groups. The PPC met every week from May until the end of August, but much of their planning and efforts were done outside of these times. In consideration with each member's working schedule and EPE, they managed to consistently show up to meetings. Each member was able to contribute in a unique way and was very involved in terms of budgeting our finances, logistics, and creativity. The week would not have been possible without their help and we believe that this position is of as much importance as a Class Council position and should be equally recognized as so. Thus, we propose that each PPC member obtain 8 UPS points in addition to the 4 points for being a leader for their hard work and dedication (12 UPS points total).
- No points given to PPC last year, but PPC contributed a lot of time and dedication for this position. They meet once a week from May to the end of August
- Class council members usually get 12 – then shouldn't PPC get 6 since it's only a 4 month position? 8 points is too many, 4 points total is solid because it's less time and more manageable since it's in the summer.
- Giving UPS points will improve the quality of people applying.
- Everyone agrees that UPS points should be awarded to PPC committee members but not sure how many.
- Alex motions for each Phrosh Planning Committee (PPC) member to receive 8 UPS Points under discretion of PPC Chair and UPS President, Areeba seconds.
  - o For: 12
  - o Against: 0
  - o Motion passes.

### **4.0 Marketing Issue (voting)**

Presenter(s): Matthew

- Different individuals are posting UPS related activities on class Facebook walls, however these should be coming from the UPS Facebook account. Groups that should be excluded are groups within UPS that are already branded including: IPSF, CAPSI, Monograph, Pharmakon, OPA – they have their own initiatives that they should bring up and these initiatives are under their own branded name.
- Pharmakon: very streamlined; photos goes out right away as soon as pictures have been edited, it's hectic if they have to send it to other people before. It hinders their ability to sell things to different classes including the yearbook. It's their right that they should be able to post their material there.
- Monograph: class reps do all the posting for them. It will make the Monograph rep roles becomes less important.
- People could get more marketing through the UPS Facebook account since it has more friends than the Pharmakon page.
- Only certain council positions that aren't branded such as Finance and Athletics should go through the UPS account.
- Could we give all groups access to the FB account, bypass logistical issues and sign name and position to all of your posts and see your name attached to your work?
- Matthew motions that Pharmakon, Monograph, IPSF, CAPSI and OPA should retain right to post on their own behalf using their personal accounts as well as their pages and the UPS Facebook account can share these posts, Anna seconds.
  - o For: 15
  - o Against: 0
  - o Motion passes.

### **5.0 Proposed 2015-2016 Budget (voting)**

Presenter(s): Hilary and Arpit

- Finance will review the proposed 2015-2016 budget.
- Awards and Grants
  - o Student of the month (UPS members vote): working out the details but prize surmounts to \$25 per student.
  - o UPS member of the month (chosen by Shane and Tiana). Do we need UPS student of the month? Doesn't seem necessary. Will re-evaluate at a later time.
- Events
  - o New events: Karaoke, Paint Nite and Escape Room – do we need to charge students for all these events?
  - o Escape Room event was removed due to practicality.

- Paint Nite event was tentatively removed, can be added into the budget later since the event is planned for second semester. Going to charge students for the base amount of supplies and UPS supplies food for the event.
- Phollies: prices increased because of increased cost of theatre → changed to keep it consistent with last year's prices (\$6 performer and \$8 attendee).
- New PAM events: diverse population events, kids in medicine.
- External affairs
  - New CHSP therapeutic talk event.
  - Add to budget: Blood Drive, Community Outreach Fair (cost is \$300).
- CAPSI: remove CHSP membership from budget.
- CHSP: Writing award (CHSP membership) price slightly increased since membership increased.
- Monograph: more copies per issue and more pages per issue because there are more writers this year → budget changed to \$4200.
- Pharmakon: Flickr account subscription and Phollies subsidy new this year.
- Semi-formal: Open bar and venue are new. Not spending money on buses anymore, \$50 ticket per person (\$10 more than last year).
- UPS: barbecues are new, took care of summer package this year.
- PDW subsidy: should we keep it? Yes – branded as UPS PDW Subsidy.
- Hilary motions to accept the projected 2015-2016 budget, Alexandra seconds.
  - For: 14
  - Against: 3
  - Motion passes.

#### **6.0 UPS Keys Inventory Update (non-voting)**

Presenter(s): Alexandra

- Update key inventory to confirm who has what and what keys need to be replaced.

#### **7.0 Town Hall Meeting/Student Survey Responses (non-voting)**

Presenter(s): Tiana

- Tabled to next meeting.

#### **8.0 UPS Meeting Room Condition (non-voting)**

Presenter(s): Tiana

- Tabled to next meeting.

5. Additional Business:
6. Setting of next meeting date (tentative): n/a
7. Motion to Adjourn:
  - Janice motions, Hilary seconds.
  - Meeting adjourned at 9:30 pm.