

Undergraduate Pharmacy Society Meeting #5 Minutes
Monday October 20, 2008 – 6:00 pm

Attendance: Christine, Alex, Brenna, Linda, Keith, Giana, Mike, Sassha, Meaghan, Brandon, Paul, Anna H., Yali, Jadie, Elnaz, Koren, Rachel F., Ruby, Yuan, Anna W., Joyce, Shaun, Matt, Saeed, Stephanie, Tina, Rasha, Nadeem, Zao, Yvonne

Quorum: yes (15/16 at start of meeting)

1) **Call to Order:** Time: 6:06

2) **Motion to Commence:** 1st: Sassha 2nd: Mike

3) **Motion to accept previous meeting minutes:** Tuesday October 7, 2008
1st: Matt 2nd: Rachel F.

4) **Executive Reports**

a) ***President's Report: James (via Christine)***

i. Welcome Staff Advisor

- Welcome staff advisor Yvonne MacNeil - we look forward to working with her this year.
- Everyone introduced themselves to Yvonne
- Linda provided a brief overview of how meetings are run
- Yvonne is a non-voting member of UPS
- She will sit on the finance committee, external affairs committee, and professionalism committee

ii. CPhA Local Student Representative

- James has been contacted by Kristjana Gudmundson who is the CPhA student board member. The original contact was about a month ago, but he set the issue aside until the more urgent local issues were tackled such as the budget.
- She is looking to establish a local CPhA Student Representative at each university to facilitate communication between CPhA and the student bodies as well as enhancing the experiences of pharmacy students.
- There is currently one rep for all of the schools across Canada
- The proposed responsibilities of local CPhA student representative will include:
 - To promote the Canadian Pharmacists Association to the student body and faculty
 - To liaise with CAPSI and the local student association
 - To liaise with CPhA student board member and CPhA local board member
 - To liaise with CPhA staff and stakeholders in coordinating events on Campus

- It is up to UPS to decide where this position fits best with our structure and constitution.
- The question is do we designate the responsibilities of local CPhA rep to an existing portfolio or do we create a new position on UPS or CAPSI council to take on this responsibility.
- Currently the Senior External affairs director, Mike, is working on making the CSHP-Rep position a one year term. It seems that the role of CPhA rep would be a good fit with the Junior External Affairs Representative portfolio.
- This position is not yet confirmed but we want to make sure that we have someone designated to go when the position is set up
- Sassha is happy to have this added to her portfolio
- The senior external affairs director holds the CSHP rep position for two years which helps with continuity → it may be necessary to for one rep to hold CPhA and the other to hold CSHP for two years or for them to change positions as they move from junior to finance → this can be decided at a later date
- The position of OPA representative is open to anyone (i.e. is not restricted to a member of UPS) and Toronto will only have a voting member every two years (we will alternate with Waterloo)

❖ **Motion to delegate the role of CPhA Student Representative to the portfolio of Junior External Affairs on UPS.**

1st: Christine

2nd: Zao

Abstain: 0

Reject: 0

Accept: 15 → motion passed

iii. Holiday toy drive update

- James has been in contact with the WATCH organization
- Some background on WATCH from their president Fei He:
 - “W.A.T.C.H. is a federal-recognized, non-profit volunteer organization based at the University of Toronto. We have been around for over 10 years and currently have 6 programs across the city, 3 of which are volunteer tutoring programs in the Inner City region.
 - It has been our tradition to have a Holiday Dinner that brings together all 150~200 of the youths we tutor and their family to Hart House and this year's no different.
 - At the day of the event, we serve a warm Christmas dinner and give everyone a Christmas gift; to some this may be the only Christmas gift. Because we are a non-profit organization, we rely on sponsors and the help of caring individuals and groups to help us make this happen.

- Every year the main challenge is to collect all the toys and we would be so glad if the Undergraduate Pharmacy Society can help us with the Toy Drive.”
- The Holiday Dinner is taking place on December 18th, 2008 from 6pm - 11pm.
- They will wrap the presents for us
- UPS will be acknowledged at the event as well as on their facebook group
- This has been approved by the fundraising committee and is a go
- Reminder: At a previous meeting we discussed changing the name to “Holiday Toy Drive” not “Christmas Toy Drive”

b) Vice President’s Report: Christine

- i. Key update
 - The Key went to print on Friday and should be delivered later this week
 - Christine will have labeled boxes for each class in the office next week for the class presidents to pick up and distribute → she will send an email when they are ready for pick up
 - There will be ~200 copies per class and extras should be returned to Christine
 - Estimated cost of ~\$3500 (will invoice with delivery)
 - It is not possible to put the Key online due to privacy policies at the university
- Brandon and Anna entered → (16/16 votes present)

c) Finance Officers’ Report: Keith and Giana

- i. Starting up a UPS savings account
 - There is a substantial amount sitting in our bank account and after discussion with the accountant last week there is the possibility of opening a savings account
 - Could transfer money in order to generate interest that could be used offset the deficit of pay for items on the budget in the event that the referendum does not pass

❖ Motion to go off camera:

1st: Christine
 2nd: Sassha
 Abstain: 0
 Reject: 0
 Accept: 16 → motion passed

- Paul entered

❖ Motion to go back in camera:

1st: Anna W.
 2nd: Koren
 Abstain: 0
 Reject: 0
 Accept: 16 → motion passed

5) Position Reports

a) *Pharmakon*: **Jadie and Yali**

- i. Discuss possibility of an online version of Who's Who for 1T2s
 - Possibility of posting the Who's Who online and printing only one copy per class as well as one each for Brenda and Linda
 - This is not a privacy issue as long as it is password protected
 - Some people feel that the paper copy of the Who's Who is useful (ex. used to build comradery, learn group members, etc.) while others feel that there is no need for a paper copy (ex. access to internet, can print copy if necessary)
 - Suggested that one copy be printed for each class to be kept as property of the class council that students can access if needed
- ii. Discuss yearbook selling dates
 - Class reps will be selling the Pharmakon in the atrium the week following semi-formal
 - It is felt that people will be more sentimental about the books after a major event like semi-formal
 - There will be an early bird price that will most likely be in place until Christmas break (prices will increase in the New Year)
 - Concern that the 4th years only have 1 week of classes left after semi so they may not be around while sales are happening but the 4th year rep is aware of this and is already selling books to the class

b) *IT2 President*: **Nadeem**

- i. Pool table: renting vs purchasing
 - Complaints from students regarding the pool table
 - Some students do not feel that they should have to pay for pool while the foos-table is free
 - Other students complain that the pool table takes up too much space in the lounge and that it is not used enough to warrant the space
 - According to the company the table is being used (based on earnings roughly 10 games are played per week)
 - Would it be possible for UPS to purchase a table so that it is not necessary to charge students to play
 - This would be expensive in terms of upfront cost and maintenance costs
 - Concerns that table is being used as an actual table due to long lines waiting for microwaves and a general lack of furniture in the room
 - Yvonne will be getting us a new microwave and kettle soon
 - We currently are not paying to rent the table but the company does collect any revenue that the table garners → if we want to have a table this is the cheapest way

- Is it possible to replace the pool table with a smaller game table that does not require as much space (i.e. does not require as much open space around it)
- This matter will be left to the central executive to discuss and bring back to UPS if necessary → it could also be brought up at the next Dean's meeting (was discussed last year and they chose to keep it as is)

c) Secretary: Brenna

i. UPS Keys

- We need to have a record of how many keys we have for UPS and what the serial numbers are
- A list is being circulated so please fill in your serial numbers if you have your keys on you – if not please email me your serial numbers
- Yvonne will look into getting a list of the keys that were issued

ii. Phollies Skit

- The script is written – big Thank You to Saeed, Matt, Elnaz and Koren for helping out with it
- There are copies for everyone and we need to determine who will be playing which roles on which nights

d) Past President: Alex

i. Proposed budget if referendum passes

- Information regarding the referendum was sent to the student body via email
- There will not be a communal town hall this year but Alex will hold four mini town halls during class breaks instead:
 - October 31, 2008 @ noon in PB B250 (Year 4)
 - October 30, 2008 @ 2:30PM in PB B250 (Year 3)
 - October 30, 2008 @ 3:00PM in PB B250 (Year 2)
 - October 31, 2008 @ 10:00AM in PB B150 (Year 1)
- Alex would like various reps from council to come and provide an inclusive picture of why the money is required for UPS initiatives
- Voting will take place:
 - November 3, 2008 from 12-3PM
 - November 4 from 11-2PM
- If you are available to help out at the voting booth or to help count ballots please let Alex know
- If the referendum passes there will be a meeting with Student Affairs to confirm that the referendum was conducted properly and fairly
 - As part of this meeting we must establish a proposed budget detailing how the funds gained through the referendum would be allocated
 - This is simple a proposed budget and is in no way binding for the future UPS council
 - Alex went over the details of the proposed budget
 - Comments on the proposed budget from council

- Need to make sure that there is something in the proposed budget that ALL students can relate too → why not allocate funds to grad formal?
- Biggest draw is the automatic membership in CAPSI which is unique to UofT → students need to be informed of what they stand to lose if the funding is not available to continue this (ex. early registration for PDW, participation in competitions, discount textbooks, etc.)
- Hesitant to include increased funds for the UPS retreat and major office purchases (ex. laptop and projector) as they do not directly benefit the student body
- We will not be holding a communal town hall due to the low attendance last year
 - Hope that by holding the sessions during the break of 2-hour classes more people will be informed about the referendum
 - Alex will prepare a quick overhead to detail some of the numbers

❖ **Motion to accept the proposed allocation of the funds received from the referendum.**

1st: Sassha

2nd: Anna W.

Abstain: 1

Reject: 0

Accept: 15 → passed

6) New Business

- **1T1: 1T1/1T2 mixer**
 - Will be held on Nov. 6th after 1T1 midterm (i.e. after 8pm)
 - There is a CAPSI competition the next day
- **External Affairs: UPS Filing Cabinet**
 - The filing cabinet in the UPS office is locked
 - Yvonne will look into getting us the key if we can provide the number that is on the lock
 - This also applies to the First Year Locker (which apparently never had a key?)
- **Events: Fall info night**
 - Will be held on Wednesday, Nov.12th @ 6:30pm
- **Event: Phollies Tickets**
 - Performers have been asking if they will be required to buy tickets if they want to stay and watch the show
 - Performers will be charged \$6 and are only able to buy tickets for themselves → the back row will be reserved for cast members who have purchased tickets so that they do not disturb patrons when entering the audience

- Secretaries will be supplied with a list of all cast members and will be provided to write “cast” on the ticket
- OT9s participating in the grad song will pay regular price for tickets
- If a cast member is participating in both shows and would like to watch both nights they must purchase two tickets
- NO ONE is allowed to sit in the aisles as it is a fire hazard
- Secretaries will also have a list of the acts performing in each show so that people can inquire and decide which show to attend
- Phollies tickets will also gain the ticket holder and one quest access to the Halloween Party at Picadilly Circus
 - We must be at Picadilly by 11pm to gain access
 - The Friday night show is expected to end by 10pm at the latest
- UPS is slotted to perform in the first half of the Wednesday show and near the end of the show on Friday
- If we supply the show rundown to Jeff on the 5th floor and he can post it on the TVs for advertisement
- **Athletics: Tug-of-War**
 - The Tug-of-War will be held tomorrow at 4:30pm
 - Please encourage students to attend
 - The 4th years who have class until 5pm will be scheduled later so they are able to make it
 - The Tug-of-War should last no more than one hour and there may be street hockey following if there is time, interest, etc.
- **Social: 1T0 Faculty Wide Social Event**
 - Will be held Nov. 14th at Bar Italia
 - Ticket price TBA
- **Past President: Fundraising for the Dean**
 - Indian dinner will be held on Nov. 10th at Host
 - This may conflict with a CAPSI competition
 - Ticket price TBA
 - A Club night will be held on Nov. 28th

7) **Motion to Adjourn:** 1st: Anna W. 2nd: Nadeem
Time: 7:15pm

8) **Next Meeting:** November 4th, 5pm