



Undergraduate Pharmacy Society 2020-2021



Agenda – UPS Meeting #4

Date: Thursday November 26th, 2020

Time: 7:00 pm - 9:00 pm

Location: Zoom - <https://utoronto.zoom.us/j/81308416594>

Speaker: Annie Y.

Minutes: Sadaf F.

Present: Sadaf F., Rolan V., Wei Wei, Al-amin A., Grace L., Jaily Y., Meagan H., Julia G., Samantha C., Austin C., Fabian C., Chelsea A., Christine T., Eileen L., Kristina M., Cindy T., Gigi L., Michelle C., David C., Simran S., Fiona L., John H., Amar D., Christina T., Johnathan K., Shaon P. Jacob P., Aaron T.

Regrets: Cameron H., Arnold R., Patrick T., Brennah DL.

Faculty Advisors: Lachmi S., Kenny T.

A. Call to Order: 7:02 pm

B. Motion to Begin:

Sadaf F. motions to begin the meeting at 7:02 pm

Amar D. seconds the motion.

C. AGENDA:

1. Updates on Activities

a. Halloween Social

i. Presenter(s): Fabian C., Samantha C.

1. Successes: good engagement in contests (107 comments in total for 6 contests, 61 participants for Among Us Zoom party), continued professor involvement for pumpkin carving contest
2. Opportunities for improvement: may increase engagement by posting directly in event page instead of commenting on post, small turn-out for live Trivia event despite being held during extra-curricular time (14 participants)
3. Inquiry: Did UPS survey attendees to ask about student engagement?
 - a. Survey not sent but will consider for next online social
 - b. Observed more engagement with online async activities as compared to live event - will consider this for future online socials

b. CPhA Book Sales & Distribution

i. Presenter(s): Gigi L.

1. Textbooks received by Michelle (Front Desk, PB) and transported to UPS Room by Sadaf under supervision of Vera (Facilities Coordinator)



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2. Have been trying to coordinate indoor and outdoor pick-ups with Tina and Vera (building administrations / facilities coordinators) but it's been difficult due to continual changes in building access & restrictions.
3. Recently tried to coordinate an outdoor pick-up for next week but with the new lockdown protocols, Tina has retracted that.
4. No one allowed into building for the next 28 days unless they're deemed "essential". Tina has mentioned that if the lockdown lasts longer than 28 days and students need textbooks, I can coordinate outdoor pick-ups after that.
5. Email has been sent out to students.
6. Sales have been lower in number than previous years; CPhA did do an online sale one week prior to UPS sales which could have impacted UPS sales

c. Dipiro Sales

i. Presenter(s): Kristina M.

1. Sale deadline ended last week.
2. Sales not as lower than previous years; mostly 2T4s ordered books
3. UofT Bookstore assisted in coordination of deliveries -> free delivery and pickup offered by bookstore
- 4.

d. Phollies

i. Presenter(s): Arron T., Austin C.

1. Successes: exceeded expectations! 70 attendants watching livestream
2. Opportunities for improvement: marketing and promotion but did optimize current avenues (Facebook, email)
3. Survey was sent to determine user engagement

e. CAPSI Competitions

i. Presenter(s): Kristina M.

1. Successes: PIC(Winner: Aline H., 2T1) and OTC (Winner: Stephanie L., 2T2) were very successful, all slots filled with waitlists.; cash prize given; all registrants attended; no national competition
2. Pharmafacts: students from all 4 years attended; Chelsea C(2t4), Laurel L (2t1), Chelsea A (2t3), Adam B (2t2)
3. Student Literary Challenge: National competition will occur, winner TBD
4. Guy Genest Competition: deadline next Monday, winner TBD
5. Mandatory for all CAPSI Pharmacy schools to host these competitions; student engagement and interest varied among schools

2. Updates on Upcoming Events

a. UPS Holiday Social

- i. Nov. 30 to Dec. 4
- ii. One contest each day, winners decided based on number of likes and announced on Saturday Dec. 5, will post directly in event page instead of comment on a post, no live event
- iii. **Please encourage phriends to participate**

3. Updates/Presentation from Council Members

a. President - Fabian C.

- i. Deans Meeting
 1. Fabian. C, Samantha C., and PVPs for all classes



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2. Faculty: Professors Jamie Kellar, Natalie Crown
 - ii. ProctorU Meeting - early October
 1. UPS PVP, Professors Jamie Kellar and Lisa Dolovich
 - a. Student concerns about Proctor U
 - b. UPS PVP communicated meeting minutes to all class cohorts
 - c. Concerns may re-arise prior to finals
 - d. Rolan V. : discussed Proctor U rules during Class Council meeting ; we can expect additional communication with regards to exam rules
 - e. Gigi L.: inquiry about privacy risks with use of Proctor U
 - f. Student engagement at Town Hall was relatively low (more faculty members attended than students)
 - iii. LDFP Open House
 1. March 2021 - virtual
 2. UPS has been involved with this in the past
 3. Faculty has requested assistance with technical app and conducting a presentation to incoming PharmD students
 4. Fabian C. and Samatha C. will provide a student presentation (similar to what they do for summer PMP) and answer questions
 5. Kristina M: March 2021 is also PAM - incorporate role of Pharmacists into the student presentation and collaborate with Faculty
 6. Simran S: last year we had one student from Waterloo attend an event for PAM and had positive feedback about student engagement and PAM activities -> can use this to capitalize on UofT for PHARMD
 - iv. OPSIS
 1. UPS PVP and PVP for Sophs (UWaterloo) planning events
 2. Mixed events - online and in-person but things are constantly changing, may be entirely online
 3. Previously discussed: in-person events would have been ok but now with current lockdown, things are changing
 - v. Stars of Pharmacy/Student of the Term
 1. Previously motioned to implement Student of the Term
 - a. 8 Students of the Term in total (1 student/class *4 classes/term *2 terms)
 - b. UPS PVP working on marketing plans for Student of the Term vs. Stars of Pharmacy
 - c. Student of the Term is an award in UPS Awards Night and has a UPS point
 - d. Student of the Term (250 word max. nomination) vs. Stars of Pharmacy (more casual/informal nomination)
 - e. A student can receive both Stars of Pharmacy and Student of the Term award
- b. Vice-President - Samantha C.**
- i. Goal Setting (replacing CCR) - drafted outline, was sent to Faculty Advisors for feedback
 1. Hoping to implement for next term to start tracking
 2. Will include retrospective summaries for first term (“fake filling”)
 3. This initiative will provide framework for future UPS teams to follow
 4. This initiative will also be included in this year’s transition plans



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5. Overall, this initiative will be a more clear and specific process than CCR
6. Anni Y. : inquiry about deliverables - will it be individual documents?
 - a. Samantha C.: Google forms
7. Lachmi S. : CCR was a more formalized process with a university record so how will this be captured without continuing CCR in terms of recognition of UPS involvement?
 - a. Samantha C.: Consensus that benefit of CCR didn't apply to PharmD grads (vs. other programs/faculties) so as of yet, no formal recognition process
 - b. Lachmi S.: Is there any way we can do both? We used to validate submitted CCR. There was a lot of reflection for what was done and for anybody coming into the role next year. If CCR is not as important for PharmD students as it is for undergrad, but if you are doing the work that applies for both, is it not a possibility? Can it still be submitted to CCR for it to be captured, supported, and recognized for the work you do?
 - c. Fabian C.: This could be brainstormed together with the Faculty Advisors for goal setting. We do want to keep it because we appreciated how the faculty looks over the goals and the parameters we chose and we like the portion of a peer-reviewed system via faculty. It won't be the same for validation in terms of CCR but it's still a component that could be objectively reviewed.
- c. **Secretary - Sadaf F.:** nothing to report
- d. **Finance - Wei Wei:** nothing to report
- e. **External Affairs Directors - John H.**
 - i. **Lunch and Learns**
 1. Lunch and learns are going well, we've had 2 since the last meeting (Pharmasave and OPA)
 2. Usually get 50-60 participants
 3. Kristina M.: Statements should be made regarding online etiquette and student professionalism at the start of the events - can put it in the Zoom chat to deter attendants
 4. John H.: Usually professionalism is expected and presented and has no problems. But the concern was acknowledged and will be incorporated into future sessions for future-proofing
 5. Simran S.: We can also present a professionalism disclaimer at the beginning of the presentation. Also would like to ask about mid-way leaving
 6. John H.: Usually, individuals trickle in. We do keep track of participant count and not many leave. We may lose some during the question period. For fairness, we only give UPS point for those who reach the threshold.
 7. Rolan V.: Just wanted to clarify issues with internet connection due to intermittency issues or even complete internet outages that Zoom cannot foolproof it.
 8. John H.: We keep track of Zoom statistics to make sure we can accumulate the minutes spent in the presentation and provide UPS points to those who deserve it. And students who have had serious internet issues are able to follow up with us to discuss the situation regarding UPS point disbursement.



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- ii. **UPS Blood Drive**
 - 1. Blood drives are typically held twice. For fall term, dates were November 16-21 (well after midterms). Low turnout given the current COVID circumstances but the social media awareness was solid.
 - 2. Successes: Instagram and Facebook campaign started on November 13 to give students notice - strong social media awareness (3 insta posts on UPS page, and multiple FB groups posts, plus many responses to crossword fb contest)
 - 3. Opportunities: 3 signups on the google sheet (low turnout) - suggestions to improve, but understandable due to COVID and lockdowns
- iii. **CU Advertising**
 - 1. 2 quarter size ads for the November monograph edition (Lifelabs, Lovell Drugs)
- f. **Athletics - Cindy T.**
 - i. Indoor intramurals cancelled, outdoor intramurals completed
 - ii. Health Tracker coming out Dec 1-7
 - iii. Going to help promote the Athletic Reps from each year on our Insta page, will ask Marketing for their assistance on creating a background
 - iv. Fabian C.: inquiry about intramurals for next term?
 - 1. Cindy T.: TBD , things are on hold right now due to lockdown
- g. **Events - Austin C.**
 - i. Usually the UPS Semi-formal is held during Winter term but that can't happen this year
 - ii. UPS Events Directors (Aaron T. and Austin C.) will discuss alternative events over the winter break
- h. **CAPSI - Kristina M.**
 - i. **PAM**
 - 1. Planning will commence shortly
 - 2. PAM Committee meetings will be held
 - 3. Anyone interested can get involved - contact Kristina M. (CAPSI Sr.) or Michelle C. (CAPSI Sr.)
 - ii. Possible collaboration with organizers of Pharmacy Legislative Week
 - 1. Currently in the early stages and something considered to be doing.
- i. **OPA - Simran S.**
 - i. First Student Advisory Council meeting with OPA where the PEBC negotiations was at the forefront of our discussion -- more transparency is the goal
 - 1. OPA Student Chapter reps did have to sign confidentiality agreements
 - ii. We have some initiatives that were produced at the end of last year and into the summer which should be finalized and ready for distribution toward the end of the semester
 - iii. Question for next year's hiring of Vice Chair - could this be done during UPS elections?
 - iv. For 2T0s - did you receive the contract position details in the ListServ recently? App due Nov 30th -- Fiona responds yes
 - v. Events - Opioid Webinar (to be repeated here next semester), OPA Town Hall (happening now), Potential Fireside Chat w/ OPA Staff (Jen Baker and Tim Brady) for student questions
 - vi. Currently thinking of including OPA vice-chair hiring through the same formal process as UPS positions
 - 1. Annie Y.: amend UPS constitution to include OPA Vice-Chair hiring
 - 2. Annie Y.: will need to motion for this



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3. Simran S.: will table for now and motion later on; need to speak with UWaterloo as well
- j. UTSU- Shaon P.**
- i. Winter term will be online
 - ii. Kristina M.: inquiry about UTSU involvement with 2T0 issues
 - iii. Shaon P.: we reached out to UTSU to get in touch with Professional Faculty Reps like Dentistry and Medicine. We are still waiting for a response; we sent that out recently. Their licensing exams were also deferred due to COVID. Some collaboration with them would be appreciated. But there is not much else to disclose at this time.
- k. Marketing - Jailyn Y. and Eillean L. - nothing to report**
- l. Monograph - Amar. D and David C.**
- i. Holiday issue of monograph
 1. Planning to release next issue late next week
- m. Pharmakon - Grace L.**
- i. Met with the yearbook manufacturer company and contract was signed. Designing of the yearbook has begun.
 - ii. Pharmacy-themed holiday cards went on sale earlier this week. Alternative event to hosting the Christmas photobooth.
 - iii. Fabian C: Will the cover photo change?
 - iv. Grace L.: It is a work in progress; waiting on some additional photo submissions to complete it.
- n. Webmaster - Fiona L.: nothing to report**
- o. 2T1 - Gigi L. and Meagan H.**
- i. **Town Halls**
 1. Next town hall will be on Monday, Nov 30 between 2T1 class and the Faculty.
 2. Have been having almost bi-monthly town halls with the Faculty to discuss class concerns and APPE changes.
 3. Great turnout, up to 100 students signing on at each time. Many students are asking questions and are getting involved. This is something to encourage for upcoming 4th years next year.
 - ii. **Career Fair**
 1. Career fair is tomorrow (Nov 27) from 5-8pm and will be held online via Brazen website.
 2. We have some pharma companies participating (e.g. Sanofi, Biogen, GSK) and other employers as well (e.g. SDM, Rexall, Sobeys).
 3. You can still register if you haven't done so yet via this link:
<https://app.brazenconnect.com/events/g62DM>
- p. 2T2 - Rolan V. and Christina T.**
- i. **2T2 Pres: Last Term Meeting**
 1. Held earlier today
 - ii. **2T2 Pres: Class-specific (non-UPS) Meetings**
 1. Meetings completed → Jamie K. and Natalie C. We spoke about class concerns. They were well acknowledged and received well-informed responses, and we are waiting for follow up from Jamie/Natalie with finalized minutes to share minutes with 2T2s.
 2. Meeting planned → OEE "checkpoint" meeting (next week); currently polling students to collect feedback



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- iii. **2T2 Pres: RxFiles Sale**
 - 1. Individual sales via secret link - RxFiles offering \$99 by Dec 30 including taxes and shipping
 - 2. Currently discussing fundraising profits
 - 3. RxFiles wanted to offer discounts for online subscriptions to CAPSI members (deadline is Dec 30) but class council can't do bulk orders for that; only physical copies allow for fundraising
 - 4. Kristina M.:
 - a. other schools emailed information about RxFiles discount to CAPSI to all students and forfeit fundraising opportunity
 - b. Online membership also has discount opportunity to all CAPSI members
- iv. **2T2 Pres: Planned Events for 2021**
 - 1. PEBC Info Session still WIP, currently on pause given the OSCE situation but are keeping in touch with PEBC
 - 2. Exciting social event and fundraising ideas for the Class - stay tuned!
- v. **2T2 VP: Charity Week** → postponed from November to some time in 2021. Modified to adapt to COVID → we will be combining their efforts instead of competing since it is difficult to come up with different events and activities to be held online. Logistics?
 - a) Modification of professor auction: online workshops with prof (i.e. hospital/industry workshops with professors), cooking with professors (professor provides ingredients and does a zoom class to teach a group of students how to cook), online games night, etc.
 - b) Raffles: Ideally gift baskets from SDM, Rexall, gift cards from LCBO, online food delivery apps (instead of the usual ROM, or experiences which are most likely closed) - will be sending out a donation request letter and would greatly appreciate if those who work in Shoppers or Rexalls or any pharmacy send or give them to your boss <3.
 - c) Other ideas: 50/50 raffle (winner wins half of the prize pot), popsocket sales (contactless pickup in GTA?).
 - 1. Christine T.: Idea pitch - thresholding fundraising with milestone rewards
 - 2. Annie Y.: There is no constitutional requirement about combining efforts, but the concern is the reward
 - 3. Chelsea A.: We can keep track of students that are donating and each year - and the class that's most generous gets rewarded
- q. **2T3 - Christine T. and Chelsea A.**
 - i. 2T3 P: OEE and Dean's Meeting occurred, waiting to publish meeting minutes soon.
 - ii. 2T3 P: Looking into hosting clothing sale to fund class council grad funds in order to make up for loss of profit normally made in Phrosh Week (free for 2T4s)
 - 1. For those who have experience hosting clothing sales this year - what were your experiences with clothing companies? How was contactless pickup/delivery? Is delivery to PB possible at this time?
 - 2. Al-amin A.: 2T4 hosting clothing sale and collaborated with UofT Bookstore because deliveries are not allowed in PB at this point; Bookstore is shipping on behalf of 2T4 Class Council.
 - a. Shipping: flat-rate \$8.99 + tax
 - b. Hoodies and printing from UofT Bookstore

