



Undergraduate Pharmacy Society 2021-2022

Agenda – UPS Meeting #4 (Turnover)

Date: Monday April 4th, 2022

Time: 5-7pm

Location: PB-B250

For those isolating: <https://utoronto.zoom.us/j/9649613031>

Speaker: Yousif J./Huy P.

Minutes: Al A./Adam G.

Outgoing Council Present: Chelsea A, Al A, Christine T, Nic P, Arnold R., Kristy S, Wei Wei, Cindy W, Cindy T, Michelle C, Theodora U, Eulaine M, Sally J

Incoming Council Present: Al A, Rachel M, Adam G., Nick N, Cindy W, Dan LK, Vidish U, Matt J, Jonathan P, Hamza F, Theodora U, Ayman L, Alissa K, Sasha M, Chelsea A, Sabih J, Steph R, Clara D, Leeya W, Ubaid R, Christine T, Samra G, Huy P.

Regrets: Prima Z

Faculty Advisors: Kenny T., Aldo D.

A. Call to Order: Seconded by Arnold R.

B. Motion to Begin: Meeting began at 5:10pm

C. AGENDA:

1. Welcome to Transition Meeting

- a. Presenter(s): Christine T., Chelsea A.
 - i. Surprise!!! Sweaters!
 - ii. Group photo at break in front of PB by Pharmakon

2. Updates on Activities

a. OPSIS

- i. Presenter(s): Christine T., Chelsea A.
- ii. 72 delegates
- iii. Case competitions (online), debates (online), speakers (online), in-person dinner and networking event between U of T and Waterloo pharmacy students
- iv. Successful, big shoutout to Christine, Chelsea, Al and Rachel for planning

b. UPS Awards Night

- i. Presenter(s): Chelsea A.
 - 1. UPS Awards Night: Happening April 7th, 2022 from 6-7pm in PB B150.
 - 2. UPS Point Awards, Student of the Term, CAPSI, External writing awards (CSHP, OPA), and Athletics (UPS Point based) awards being recognized.
 - a. If there are any other awards you would like recognized, please message me.
 - 3. All UPS members are welcome to attend.



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4. Big shoutout to Al, Christine, and Rachel for all their help in the organizing! O
- c. UPS Transition**
- i. Presenter(s): Christine T., Chelsea A.
 1. **Action Required:** Outgoing Council to meet with their incoming council representative for a transition meeting to be **done within 2 weeks of today's date.**
- 3. Updates/Presentation from Council Members**
- a. President**
- i. Final remarks
- b. Vice-President**
- i. UPS Awards top ranked applicants submitted to Brenda and Pharmasave.
 1. Big thank you to Al for handling the Year 3 awards!
 2. Thanks PAC for all your quick responses!
 - ii. Student of the Term - Winter, selected. Posts are in the process of being generated.
 - iii. Final remarks - thank you.
- c. Secretary**
- i. Supported Chelsea in coordinating UPS award applications and recipients
 - ii. Incoming Secretary to "sync" awards on UPS Points system during individual transition meeting; this resets the awards system for next year
 - iii. Thank you.
- d. Finance**
- i. Reimbursements - summer form to be posted online for mailing address for expense reporting. Reimbursements paid out based on value
 - ii. Audits - good progress made; external accountant established and working; should be faster. Aldo has worked towards simplifying the audit process into a compilation assignment for expediency and efficiency. No timeline set in stone yet.
 1. Kristy - 2T0 receipts in 2T4 locker? Asked to move to general UPS office for future access if needed, thanks Kristy for bringing up!
- e. External Affairs**
- i. Lunch and Learn with Pharmasave Mar 11, 2022
 - ii. Lunch and Learn with OPA Apr 1, 2022
 - iii. CSHP Annual Mixer with UofW Mar 3, 2022
 - iv. CSHP Residency Speed Meeting Mar 17, 2022
 - v. Evidence Based Practice Competition Apr 1, 2022
 - vi. Winter blood drive (March 14 - 18th)
 - vii. Community Outreach fair (Week long Facebook event, March 21-25th)
- f. Athletics**
- i. Intramurals wrapped up at the end of March
 - ii. Lots of games ended up defaulting as a result of coinciding with midterm season
 - iii. Student-faculty basketball game and glow-in-the-dark dodgeball could not be hosted due to restrictions with arena bookings on campus
 1. Intramurals were backlogged so Varsity was not open to bookings
 2. Hart house stopped accepting space rentals due to COVID
- g. Events:**
- No significant remarks
- h. CAPSI**



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- i. National PAM Merchandise Sale
 - February-March, 2022
 - Organized in collaboration with National PAM Committee
 - Over 600 items (beanies and totes) sold
 - \$1900 in profit donated to the Canadian Mental Health Association
- ii. CAPSI X UPS Kickoff Event
 - 1-2pm on March 1, 2022
 - Zoom event live-streamed onto PAM FB page
 - Hosted in collaboration with UPS PVP, Christine & Chelsea
 - Discussion on 4 topics, Pharmacy in the Future–What do Students Want to See?, Blessings in Disguise During the Pandemic, Experiences with Both Online and In-Person School, and APPE Rotations During the Pandemic, featuring volunteer student speakers from all year groups.
 - Draw to win a \$200 e-gift card based on engagement (covered by UPS Finance)
- iii. CAPSI National Virtual Meet and Greet
 - 8-9pm on March 15, 2022
 - Conversation and game Zoom breakout rooms were available for students to join as they desired
 - ~20 non-CAPSI council students in attendance
- iv. CAPSI x UTIHL Interprofessional Education (IPE) Event on Heart Failure
 - 5:15-7:15pm on March 24, 2022
 - Prof. Heather Kertland provided a 40-minute presentation to introduce all healthcare students (pharmacy, OT, PT, SLP, medicine) to HF management and care
 - 2 patient cases were examined in breakout rooms
 - Planning led by 2T4 Representatives, Pamela Molina and Rafi Mahsin
- v. 2T3 CAPSI Mock OSCE
 - 9am-12:15pm on March 12, 2022
 - 4 PCT cases
 - 17 2T4 volunteers (as standardized patients and judges) and 18 2T3 participants
- vi. CAPSI National Elections - Godwin Chan (2T5) will be next year's VP Communications
- vii. CAPSI KIM and PODs
 - Reformatted to 3 IG reels (on Safe Cannabis Use, Travel Medicine and Sexual Health) and MCQ gift card giveaway on IG story
 - Presented to one school: Jarvis C.I. Grade 12 chemistry class (March 10) on Safe Drug Use
 - PODs: also shared reels (at least 400 views) and infographics on IG
 - Planning led by 2T3 Representatives, Neil Patel and Logan Groves
- viii. Toronto's Next Top Pharmacist (TNTF) 2022
 - 7-8:30pm on March 31, 2022
 - 4 contestants: Wei Wei, Quoc Huy Pham, Mackenzie Richardson and Sabih Jamil
 - Judges: Dr. Crandall, Dr. Dubins, Dr. Austin
 - 2T5 CAPSI reps planned and MC the event: 2 games, 1 catwalk and talent section
 - Mackenzie (2T5) crowned winner to represent UofT at PDW 2023 in SK
- ix. CSHP x CAPSI x UPS FBP Competition
 - 5-7pm on April 1, 2022 (only in-person event)
 - 3 teams of 2T2, 2T3 and 2T5 students provided a PCT care plan supported by evidence-based research.
 - Case, answer keys and rules/procedures provided by CSHP
 - Each member of the winning team will receive a \$50 e-gift card. UPS External Affairs Sr, JR, CAPSI Sr and Jr will be the judges covered by both UPS Finance and CAPSI National Finance

i. OPA



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- i. No remarks
- j. **UTSU**
 - i. UTSU's Got YOU April 4-8 - exam de-stressor at Student Commons
 - ii. General fee increases
- k. **Marketing**
 - i. PAM instagram stickers, banners, weekly calendars were made for CAPSI
 - ii. Created the TNTP trailer and contestant video
 - iii. OPSIS banners and marketing material
 - iv. Will be completing and posting Student of the Term for Winter
- l. **Monograph**
 - i. Published and distributed copies of Issue 3 and 4, find them around PB :)
 - ii. Last issue to be released during exams - currently at the layout step
 - iii. Some highlights:
 - White coat ceremony themed
 - External Affairs Student Writing Award Submission (3 x OPA, 1 X CSHP)
 - Should writers get UPS points for submission? Arnold gestured yes
 - PAM Review
- m. **Pharmakon**
 - i. Recently went to in person events to capture photos
 - 1. 2T5 Induction Ceremony
 - 2. OPSIS Dinner
 - 3. 2T1 Grad Formal
 - ii. 2T4 Induction Ceremony will be tomorrow
 - iii. UPS Awards night on Thursday
 - iv. 2T2 Grad Formal will be happening in June
 - v. Yearbook sales are live
 - vi. We will begin designing the yearbook after exams are over
- n. **Webmaster**
 - i. Worked with elections CRO to arrange elections for both UPS council and the 2T3-5 class councils - all elections should be complete by today at 4pm
 - ii. Changed the icon that shows up at the top right corner of the UPS Gmail to our current UPS logo
- o. **2T2**
 - i. University announced in-person convocation June 13, 2022 (yay!). More details about other grad events (i.e. Grad Awards Ceremony) to be announced.
 - ii. Grad Photos & Grad Formal (June 3) planning are underway
 - iii. 2T2 Valedictorian & Co-Class President for Life Elections
 - 1. Nomination week is this week (April 4-8)
 - 2. Campaign week and voting next week (April 11-15)
- p. **2T3**
 - i. **Motion re. grad fund allocation:** To allocate an amount of \$12,180.22, from the Grad Fund interest money from the Advancement Office given to UPS, to the Class of 2T3 for supporting the class's graduation efforts.
 - 1. Rationale in support:
 - a. This allocation will not impact the financial capacities of the UPS in any way, since its use is strictly for support graduation efforts, its transactions are kept in a separate ledger in the Budget, and its use for



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any other purpose will contravene our agreements with the LDFP and the donor.

- b. There is no predictable timeline on the progress of the audits, leaving it an uncertain question whether the Class of 2T3 will receive their portion of grad fund in a timely manner for their grad effort planning.
- c. The Class of 2T3 is the most severely impacted during the pandemic, yet the only class at LDFP yet to have received a subsidy from the UPS. It is a logical move to allocate this grad-specific fund to this class for this grad-specific purpose.
 - i. Motioned by Wei Wei
 - 1. Seconded by Kevin G
 - 2. Majority vote received
 - a. Motion approved
- q. **2T4** - Part 2 acknowledgement of induction happening tomorrow, exam jams coming soon, otherwise nothing new and noteworthy to report! Congratulations to incoming council.
- r. **2T5** - no remarks

D. Voting of Senior Council Members

- a. **Presenter(s):** Yousif J.
 - 1. Jr. Finance Director to Sr. Finance Director-Mansi
 - a. Majority vote received
 - 2. Jr. CAPSI Representative to Sr. CAPSI Representative-Theodora
 - a. Majority vote received
 - 3. Jr. External Affairs Director to Sr. External Affairs Director-Cindy
 - a. Majority vote received
 - 4. Jr. Athletics Director to Sr. Athletics Director-Jonathan
 - a. Majority vote received

E. Other business

- a. Kristy - thank you for sweaters!
- b. Christine - reminder of photo during meeting break

F. Adjourn Meeting

- a. Motioned by Christine T
- b. Seconded by Arnold R
- c. Meeting adjourned at 5:47pm



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Agenda – UPS Meeting #1, 2022-2023 (Turnover)

Date: Monday April 4th, 2022

Time: 5-7pm

Location: Zoom - PB-B250

Present: Christine T, Al A, Rachel M, Adam G, Nick N, Cindy Q, Dan LK, Vidish U, Matt J, Jon P, Hamza F, Joham A, Ruba U, Yuji C, Joy Wang, Hitisha S, Joy Wu, Thodora U, Ayman L, Chelsea A, Sabih J, Steph R, Clara D, Leeya W, Ubaid U

Speaker: Huy P

Minutes: Adam G.

1. **Call to order:** Seconded by Jon P
 - a. Meeting began at 6:00pm
2. **Welcoming of 2021-2022 UPS Council**
 - a. **Presenter(s):** Al A., Rachel M.
 - i. Review of UPS ([presentation](#))
3. **List of incoming council members:**
 - a. Past President: Christine Tan
 - b. President: Al-amin Ahamed
 - c. Vice-President: Rachel Ma
 - d. Executive Secretary: Adam Da Costa Gomes
 - e. Senior Finance: Mansi Sheth
 - f. Junior Finance: Nickalos Narine
 - g. Senior External: Cindy Wang
 - h. Junior External: Daniel Lamontagne-Kam
 - i. Events Co-Directors: Vidish Upadhyay and Matt Jokel
 - j. Sr. Athletics Director: Jonathan Platt
 - k. Jr. Athletics Director: Hamza Farah
 - l. Monograph Co-Editors: Joham Ahmad and Ruba Ullah
 - m. Pharmakon Co-Editors: Prima Zhao and Yuji Choi
 - n. Marketing Co-Directors: Joy Wang and Hitisha Solanki
 - o. Webmaster: Joy Wu
 - p. Speaker: Huy Pham
 - q. Senior CAPSI: Theodora Udounwa
 - r. Junior CAPSI: Ayman Lakhani
 - s. OPA Chair: TBD
 - t. UTSU Rep: Samra Ghazi
 - u. 2T3 President: Chelsea Alder
 - v. 2T3 Vice-President: Sabih Jamil
 - w. 2T4 President: Stephanie Rosenbaum
 - x. 2T4 Vice-President: Clara Dai
 - y. 2T5 President: Leeya Wilson
 - z. 2T5 Vice-President: Ubaid Ur-Rehman
 - aa. 2T6 President: TBD
 - bb. 2T6 Vice-President: TBD
4. **Presentation: Review of Robert's Rules**
 - a. Presented by Huy P. (presentation as above)
5. **Approval of Faculty Co-Advisors (2):**



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- a. Aldo DiMarcantonio - CAO (returning)
 - i. Motion made by Huy P
 - ii. Seconded by Jon P
 - iii. Majority vote; motion passed
- b. Kate Richards - Director, Communications (new)
 - i. Motion made by Huy P
 - ii. Seconded by Jon P
 - iii. Majority vote; motion passed
- c. Andrea Swanson - Associate Professor; Teaching Stream (new)
 - i. Motion made by Huy P
 - ii. Seconded by Jon P
 - iii. Majority vote; motion passed

6. Updates/Presentation from Council Members

- a. **President & Vice-President**
 - i. WELCOME!
 - ii. Ran several by-elections. Officially have the majority of UPS council ready for next year
 - iii. Information regarding FB group page, contact info, etc...coming soon.
 - iv. Keep an eye out for transition meetings with former position holders (mandatory) to be done within the next **2 weeks**.
 - v. If you're uncertain about anything, just ask :)
 - vi. Feel open to make suggestions/ideas, especially that we may be moving back in person
- b. **Secretary**
 - i. Hello! More details to come after the transition meeting. Echoing Al's previous comment, please fill in agendas to make minutes-taking easier
- c. **Finance**
 - i. Hello!
- d. **External Affairs**
 - i. Hello! Transition meeting completed
- e. **Athletics**
 - i. Hello!
- f. **Events**
 - i. Hello! :)
- g. **CAPSI**
 - i. Hello! :)
 - ii. Transition meetings scheduled for April 29/30
- h. **OPA**
 - i. N/A
- i. **UTSU**
 - i. N/A
- j. **Marketing**
 - i. Hello! :)
- k. **Monograph**
 - i. Hello! :)
- l. **Pharmakon**
 - i. Hello! :)
- m. **Webmaster**
 - i. Hello! :)



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- n. **2T3**
 - i. Just elected! Hello!
 - ii. Will contact outgoing 2T3 council for transition meeting shortly.
 - iii. Excited to work with UPS over the next year and keep 2T3s involved even when we are away on APPEs.
- o. **2T4**
 - i. Hello! :)
 - ii. Looking forward to host more in person events and getting our class engaged in the upcoming year
 - iii. Transition meetings post-exams
- p. **2T5**
 - i. Hello! :)
 - ii. Early start on Phrosh planning
 - iii. Transition meetings with Kristy and Rachel pending
- 7. **Other Business**
 - a. No remarks
- 8. **Next Meeting**
 - a. August - date TBD
 - b. Hoping to have a dinner in advance
- 9. **Adjourn Meeting**
 - a. Motioned by Jon P
 - b. Seconded by Dan LK
 - c. Meeting adjourned at 6:36pm