



Undergraduate Pharmacy Society

2022-2023

Agenda – UPS Meeting #1, 2022-2023

Date: June 14th, 2022

Time: 9:00pm

Location: Zoom

Present: Christine T, Al A, Rachel M, Adam DCG, Nickalos N, Dan LK, Vidish U, Matt J, Hamza F, Joham A, Yuji C, Prima Z, Joy Wang, Hitisha S, Joy Wu, Ayman L, Samra G, Chelsea A, Sabih J, Steph R, Clara D, Leeya W,

Regrets: Cindy W, Ruba U, Jon P, Theodora U, Ubaid U

Absent: none

Faculty Advisors Present: Kate R, Andrea S

Speaker: Huy P

Minutes: Adam D

1. **Call to order:** Seconded by Dan LK
 - a. Meeting began at 9:10pm

2. **Old Business**
 - a. Transition - Al
 - i. Everyone should have transitioned into their role by now, if you have not met/scheduled a meeting with your predecessor yet please reach out to Al or Rachel to help with the process.

3. **Portfolio Updates**
 - a. **President**
 - i. **Honour Committee**
 1. Resignation of Mansi Sheth, Senior Finance Director
 - a. Honour Committee met on Friday June 9th and submitted the following 3 part recommendation:
 - i. Motion 1: Approve resignation of Senior Finance Director
 - ii. Motion 2: Temporarily change finance director position title to Finance Co-Director (just for 2022-2023 academic year)
 - iii. Motion 3: Interview 2T5 candidate rather than by-election due to time sensitivity and the need to conduct a more selective process to ensure competency
 - b. UPS Committee to vote on recommendation
 - c. Vote
 - i. Motion 1 - motion to approve the resignation of Sr. Finance Director
 1. Motion passed. Resignation approved.



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- ii. Motion 2 - motion to temporarily change Jr./Sr. Finance Director role title to Finance Co-Director for the 2022-2023 academic year
 - 1. Motion passed. Role to be changed.
 - iii. Motion 3 - motion to change candidate selection process for Finance Co-Director into application/interview process
 - 1. Motion passed. Candidate selection process to now be application/interview process.
- b. **VP**
 - i. Cleaning up UPS room - stay tuned from PVP and Sec to hear about if items from the UPS room belong to you for pickup
- c. **Executive Secretary**
 - i. **Summer Package**
 - 1. Thank you all who have responded and have started editing the package. Reminder that June 19th is the hard deadline for any edits, as Marketing has the deadline of July 1st for package submission to be released to the Phamily in the first full week of July.
 - ii. **UPS Points**
 - 1. Behind from April due to EPE + job, getting started on them this week
 - 2. Requesting 2T6 Listserv from Brenda to start building individual 2T6 profiles
 - iii. **UPS Contact Info**
 - 1. Please fill out your personal contact info on the Excel contact sheet, will send out post-meeting (student councillors only)
- d. **Finance**
 - i. Nothing to report - planning to get role sorted with co-director before initiating any new projects
- e. **External Affairs**
 - i. **Student surveys:**
 - 1. If anyone is looking to send out a survey to our students, let us know. Our sponsorship admin is looking for student input on sponsors of interests, and events that can most appeal to students.
 - a. Adam - loop in Phrosh planning committee as they are also looking for sponsors
- f. **Athletics**
 - i. Nothing to report
- g. **Events**
 - i. Starting to plan boat cruise and opening banquet, will become more solid with sorting of Finance Co-Director
- h. **CAPSI**
 - i. **Theodora and Ayman attended CAPSI National meetings from June 8-10 and the CPhA "Pharmacy Rising" Conference from June 10-12 in Ottawa**
 - 1. Of relevance to UofT, we discussed the results of the **Student Mental Health and Wellness Survey** put out by CAPSI earlier in the year. We discussed the various accommodations set in place by each pharmacy school. CAPSI believes



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that by comparing the wellness services offered (or not offered) by each school, it gives individual schools greater grounds on which to advocate for their own accommodations by showing how they were successfully implemented at other schools (for example, fall reading week)

2. CAPSI National is also still looking for a CAPSIL Editor – if interested, contact Theodora or Ayman

ii. **Theodora and Ayman met with Dr. April Nguyen of PLW on June 13**

1. This year, CAPSI UofT will sit on the Virtual Volunteering and Community Outreach Committee

i. **OPA**

- i. not in attendance

j. **UTSU**

- i. Nothing to report

k. **Marketing**

i. **Summer Package**

1. Please email us your headshot ASAP at marketing@uoftpharmacy.com so we can include it in the UPS Who's Who section of the summer package! Deadline is Jun 19 along with the rest of the summer package stuff

l. **Monograph**

- i. Nothing to report.

m. **Pharmakon**

- i. Designers are working on making yearbook pages - stay tuned :)

n. **Webmaster**

- i. Summer Mailout Forms - please email webmaster@uoftpharmacy.com if you require a form made for you (ie. you're not using Google Forms), or if you have any Etransfers with specific requirements for Security and Answers

o. **2T3**

- i. Textbook order form to come (Chelsea). Merch order form already in summer package (Sabih)

p. **2T4**

- i. CPR re-certification dates in the works; Starting to plan Charity Week & has reached out to 2T3 and 2T5 VPs.

q. **2T5**

- i. Phrosh Planning Committee well underway, 2T6 groups on social media have been formed and are starting to see student influx. Please provide any contact information
 1. Adam - CPR certification? Leeya - not certain how that's gone, to speak with Ubaid

4. **New/Other Business**

5. **Next Meeting**



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- a. To be called ad hoc if needed, otherwise the Society will reconvene in August
- 6. Adjourn Current Meeting**
- a. Motioned by Dan LK
 - b. Seconded by Sabih J
 - c. Meeting adjourned at 9:31pm