



Undergraduate Pharmacy Society

2023-2024



Agenda – UPS Meeting #1, 2023-2024

Date: Wednesday, September 20th, 2023

Time: 8:00pm

Location: Zoom

Present: Al A, Adam DCG, Nic P, Mona M, Nickalos N, Amira B, Amir T, Jessica A, Hamza F, Julia I, Linda L, Anushka S, Meriam S, Varun G, Hitisha S, Kelly C, Irien Z, Omar B, Aqsa A, Sheena Y, Kay-Ann O, Rachel M, Ashish G, Rehan S,

Regrets: Mack R, Ayman L

Absent: Sasha M, Jason J, Nuzat K, Stephanie R, Saniha B,

Faculty Advisors Present: Aldo D, Andrea S, Kate R

Speaker: Varun G

Minutes: Mona M

1. **Call to order:** Seconded by Hamza
 - a. Meeting began at 8:05pm
2. **Old Business**
3. **Updates on Current Activities**
4. **Portfolio Updates**
 - a. **President**
 - i. **Welcome Back BBQ**
 1. Thank you to all those who came; 492/500 tickets allocated!
 2. Positive feedback from many individuals about the quality of the food and the accommodations for dietary restrictions
 3. Questions/feedback from council?
 - ii. **Boat Cruise**
 1. Thank you to all those who came; boat cruise was fully sold out!
 2. Questions/feedback from council?
 - iii. **UPS Room**
 1. Please everyone try to keep the room clean/organized
 - a. UPS Storage room- do not put your storage in the UPS room,
 - b. Please clean out supplies if you have anything left behind
 - iv. **Halloween Week/Holiday Week**
 1. Questions/suggestions from Council?
 2. Usually photo-challenges throughout the week followed by pumpkin decorating and others
 3. Suggestion to have something like a spirit day (anushka)
 4. If you come up with something new for our events just let adam know!
 5. Possibly trick or treating with the profs and candy
 - v. **OP SIS**



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1. Nic and I have already reached out to Waterloo to begin the planning process. Looking at the same hotel but different conference room(s); looking at increasing delegate total. Scheduling changes, but exact schedule TBD.
 2. Looking at the same hotel - we are going to be increasing the capacity for the hotel
- vi. October**
1. Next meeting (unless ad hoc) will be the budget meeting. It will be mandatory for all student councillors. As soon as the When2Meet is sent out, plan your schedules accordingly. Aiming for the week of October 9th, 2023 (likely going to be 9th or 10th).
 2. When to meet will be in person for our budget meeting , when2meet will be sent later next week
 3. Budget meeting will be 2-3 hours, make sure you are there for the meeting
- vii. Decorum & working together**
1. Watch out for Lack of professionalism and make sure we work together
 2. Put together an inclusive environment
- b. VP**
- i. Pre-SIF Meeting**
1. Deadline for club renewals and registration was on Friday, September 15th at 5pm.
 2. The Pre-SIF Meeting with clubs went smoothly.
 3. Relevant information for UPS members: Booking in-person events should take place at least 2 weeks in advance via the [Leslie Dan Faculty of Pharmacy Request for Event Form](#). Email Bianca at events.pharmacy@utoronto.ca for any questions.
- ii. SIF Committee Meeting**
1. Deadline for the SIF applications is on Friday, September 22nd, 2023 at 5pm.
 2. The SIF Committee has been filled. Meeting time is being determined. Results will be out by Friday, October 6th, 2023.
 3. Waiting on confirmation of SSSL Funding. How much we will be getting for the SIF fund
- c. Executive Secretary**
- i. Pre-SIF meeting**
1. Informed clubs on how to upload their UPS points properly
 2. Updated the PVP list and asked clubs to update their emails and contact info
 3. Sent off PVP list to webmaster will be updated later
- d. Finance**
- i. SIF Meeting**
1. PRE-Sif meeting went well
 2. The last stragglers for Reimbursements are being distributed it is ready for pickup
 3. Next Steps: Budget meeting + SIF Meeting
 4. cheques are ready to be dispersed to class councils for summer package sales, arrangements with many of you have already been made
 - a. All the sales are finalized and they are ready



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e. External Affairs

i. Lunch and Learns

1. The L & L calendar has been updated. Currently scheduled into April of 2024
 - a. All lunch and learns are prescheduled from now
2. Lots of EC time slots open; unless otherwise booked. PLEASE schedule events during EC hours ONLY. Candice and I are trying to prevent club activities from overlapping with any years classes
 - a. Trying to incorporate L&L into school hours

ii. CU advertising

1. Event is mostly finalized waiting for faculty approval

iii. CSHP

1. National meeting is in November (in person in Waterloo, for 3 days, pretty cool)
2. Rx Files now being offered as free as part of the CHSP membership
3. First year banquet week after reading week finishes
4. Banner

iv. Blood Drives

1. Getting started on organizing blood drive this sem

v. Community Outreach

1. Will be looking into organizing events for this sem or next sem

f. Athletics

i. Intramurals

1. Sign-up's and team registration has gone smoothly (we have ~12 pharmacy intramural teams this semester)
2. Field sports are about to start next week
3. Court sports starting early October- 9-10 teams submitting by tomorrow
4. Clubs Fair booth was a success

ii. Annual Soccer Cup

1. Coming up this Saturday (11AM-2PM @Lampport Stadium); come out to watch the game!!

iii. OPA Cup

1. Met with reps from OPA and Waterloo Athletic reps about bringing the OPA Cup back (last one was in 2019)
2. It's a whole day conference/sporting event
3. OPA and Waterloo want to organize this for March (tentatively) in Toronto
 - a. More information will be coming soon

iv. Annual Curling Bonspiel

1. Most likely same location as last year's event, make sure to go support our team
2. Tentatively for the end of November

g. Events

i. Orientation banquet for 2T7s

1. On Oct 11th, 2023 @7pm at Hart House
 - a. Only for 2t7's
2. \$50/person (+eventbrite fee) includes a 3 course meal, desert and a side



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3. Getting guest speakers: Zubin, Dubin, etc
4. Help advertise to 2T7s– campaign happening this next week
- ii. **Phollies**
 1. Nov 23rd, 6-9pm but rehearsals will be on same day 2-5pm
 2. Prob \$5/person
 3. Debates room at Hart House
 - a. Will send the details later
 4. Sign up for auditions form goes out after banquet event is done
 - a. Audition tapes due Nov 9th and final lineup gets posted Nov 13th
- h. **CAPSI**
 - i. **September Activities**
 1. Ongoing, bi-weekly attendance of PDW Planning Committee Meetings
 - a. Competitions will be taking place in october
 2. Successfully hosted our annual Ice Cream Social on Club's Fair day! Great turnout at both our booth and ice cream stand.
 3. CAPSI Awareness Week spanned Sept 11-15; we introduced our local council members and upcoming events for the term and ran a merch and a prize giveaway
 4. DiPiro textbooks/handbooks arrived in the bookstore earlier this week → this has been communicated to anyone who ordered books for shipping/pick-up
 5. Discussed CPS/RxFiles sales with Mack and Rachel → if either have any further questions, please reach out to Ayman
 6. PDW Informational Session hosted earlier this evening (Sept 20) → Round 1 of PDW Registration will be going live on Sept 25 so keep an eye out for that!
 7. On a national level, CAPSI Jr and Sr attended our CAPSI National September meeting where our PDW Co-Chairs provided an update on conference planning
 - ii. **October Activities**
 1. Jr/Sr are in the process of finalizing our local competition schedule (room bookings, faculty advisors etc.) which will be spanning the month of October
 2. Rounds 2 and 3 of PDW Registration will open in October if there are remaining conference spots following the conclusion of Round 1
- i. **IPSF**
- j. **OPA**
- k. **UTSU**
 - i. Student Aid Bursary: <https://www.utsu.ca/student-aid/> - "Professional Faculty Mandatory Placements" - Deadline to apply is October 15. Get the message out to your classes
 - ii. Dental and Health Plan Opt out:
https://studentcare.ca/rte/en/IHaveAPlan_UTSU_ChangeofCoverage_OptOuts - Deadline to Opt out is Oct 3rd. → will be sending an email reminder
 - iii. Utsurep@uoftpharmacy.com
- I. **Marketing**
 - i. **Welcome Back BBQ**
 1. Designed graphics in different sizes tailored to fit the specifications of various social media platforms
 2. Shared across eventbrite, instagram and facebook page



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- ii. **Apparel Sale**
 - 1. Designed carousel graphic and shared on instagram page
- iii. **Boat Cruise**
 - 1. Designed graphics in different sizes tailored to fit the specifications of various social media platforms
 - 2. Created two reels, both accumulating 5k and 2.8k views respectively
 - 3. Shared across eventbrite, instagram and facebook page
- iv. **2T7 Banquet**
 - 1. Designed graphics in different sizes tailored to fit the specifications of various social media platforms
 - 2. Shared across eventbrite, instagram and facebook page
 - 3. Created a poster intended for posting on bulletin boards and doors in PB
- v. **Stars of Pharmacy**
 - 1. In the process of designing graphics
 - 2. To be shared across facebook and instagram pages
- vi. **Phollies**
 - 1. In the process of designing graphics and a reel
 - 2. To be shared across eventbrite, facebook and instagram pages
- m. **Monograph**
 - i. Pre-issue now released!
 - ii. Going to recruit for lay out helpers next, scheduled a post to go out by the end of this week, please ask people if they want to help!
 - iii. Trying to recruit people for layout
 - iv. October call for submissions will go out by the end of this week too, hoping for the first issue to be released on the 31st of october!
- n. **Pharmakon**
 - i. Who's Who held over 2 days September 14-15, great turnout, but will probably be accepting photo submissions for those who couldn't make it
 - ii. Currently reviewing applications for the designer and photographer exec team and 2T7 rep, will be conducting interviews over the next few days
 - 1. More photographers will be able to attend the upcoming events once we form our team!
 - 2. Align 2T7 representative selection with the 2T7 election week
- o. **Webmaster**
 - i. Listserv is all good now
 - 1. 2 day delay for listserv emails
 - 2. List of no no for sending emails
 - ii. Updating website pages
- p. **2T4**
 - i. Focusing on getting money for grad
 - ii. CTC-CTMA sales are coming soon
- q. **2T5**
 - i. **2nd round of CPR recertification**
 - ii. **Rx Files Sale**- Early bird deadline by Oct 6, 2023
 - 1. Include link on document



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<https://docs.google.com/forms/d/e/1FAIpQLSdLuC2gTwniDXtOHswSxSfcqez7H4F4PRoZ5XdAUekEaRrSpw/viewform>

2. The form for early birds will be going out next week
 3. CSHP 65+tax
 4. Independent RX file sale is a physical copy of RX files
 - a. Most useful for MTM 1, 2 and 4
- r. **2T6**
- i. **Phrosh Week Success**
 1. 155 students registered, capped attendance in all events
 - ii. **2T7 Class Council recruitment process started** – nominations opened this week
 - iii. **2T6 Class Council Social Rep by-election** email has been sent out
 - iv. **Big-Sib emails have begun being sent out to 2T7s** – senior students will receive their little-sib match emails later this week (~140 mentees, ~60 mentors)
 1. Will get their matches this week
- s. **2T7**
5. **New/Other Business**
 6. **Next Meeting:** possibly holding the meetings during co-curricular hours , for update meetings like this we could have these during co curricular hours
 7. **Next meeting will be a budget meeting and it is mandatory for everyone**
 8. **Adjourn Current Meeting**
 - a. Motioned by: Adam Da Costa Gomes
 - b. Seconded by: Hamza Farah
 - c. Meeting adjourned at: 8:55