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Canadian Association of Pharmacy Students and Interns
Association Canadienne des Étudiants et des Internes en Pharmacie

Teleconference Agenda
Tuesday 29 October 2013
9:00pm EST to 11:00pm EST

1. Welcome, Call to Order - (J. Johnston) *3 min*

- Meeting was called to order at 10pm AST

2. Attendance - (J. Sharpe) *5 min*

Jason Johnston	President
Jeff Wandzura	Past – President
Amber-lee Carriere	President - Elect
Joshua Sharpe	Executive Secretary
Jihad Abou Jamous	Finance Officer
Carly Stoneman	IPSF Liaison
Danielle Paes	CAPSIL Editor
Stephanie Miller	VP Education
Travis Simms	VP Professional Affairs

Stephen Huynh	UBC Senior Representative
Leah Hodgins	Alberta Senior Representative
Dan Burton	Alberta Junior Representative
Cooper Sinclair	Saskatchewan Senior Representative
Shelby Scherbey	Saskatchewan Junior Representative
Jaclyn Deonarine	Manitoba Senior Representative
Alexis Wanner	Manitoba Junior Representative
Sarah Johnson	Waterloo Senior Representative
Alysha Prata	Toronto Senior Representative
Aarti Patel	Toronto Junior Representative
Camille Rayes	Montreal Senior Representative
Stephanie Lepage	Montreal Junior Representative
Catherine Montminy	Laval Senior Representative
Karine Pilon	Laval Junior Representative
Ellen Boyd	Dalhousie Senior Representative
Megan Hickey	Dalhousie Junior Representative
Janice Coleman	Memorial Senior Representative
Jaskiran Otal	CSHP Student Delegate

Regrets:

Saleema Bhaidani VP Communications



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Cassandra McEwan
Moh Kazem
Holly Meginnis
Kara O'Keefe

Student Exchange Officer
UBC Junior Representative
Waterloo Junior Representative
Memorial Junior Representative

3. Executive / General Council updates

25 min

University of British Columbia Stephen Huynh/Moh Kazem

- Update
 - o September
 - CAPSI Awareness Week
 - Meet and Greet → over 100 attendees
 - Ice Cream Social → Had about 80 people attended, had first year rep election
 - Recruitment → Good numbers this year (probably attributable to PDW 2014 in Vancouver)
 - IPSF Driving Range Fundraiser → About 20 people attended, raised about \$200
 - o October
 - IPSF-SEP Info Session → 30-40 people attended
 - Bake Sale → Made about \$100
 - Careers Avenue → In collaboration with UBC Pharmacy Alumni Association and Grad Committee
 - Run for the Cure → Captained by Moh, had 60 people on the team and raised \$4400
 - Competitions + Jeopardy
 - Compounding (6 teams), PIC (5), OTC (6), SLC (6)
 - CPhA Lunch and Learn → over 100 attendees
 - CAPSI AGM → About 50 people attended
 - PDW Draw → About 60 people showed up for 32 spots
 - o Upcoming
 - IPSF Health Campaign
 - PDW second/third round draws

University of Alberta Leah Stickel/Dan Burton

- As of Sept 10, only ~6 people not CAPSI members in first year (so 125)



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- Successful CAPSI Lunch and Learn
 - o Provided Subway, gave away backpacks, agendas, water bottles
 - o Had five people actually go sign up during the presentation so they could get the goods – first year we've been more strict with it
- CIBC Run for the Cure
 - o Barbecue raised \$550
 - o Held a mini run on campus handing out stickers, candy and sheets with our team name urging others to join
 - o Overall, we raised \$24000 with over 60 ppl; Top team in region
- Planning CPhA Symposium for February to allow centennial award winner to attend
- PDW
 - o Filled all of our first round spots
 - o Created PDW FB page
- CAPSI Competitions
 - o 10 teams for compounding comp; costume competition
 - o 6 submissions for SLC
 - o PIC and OTC; 10 students per competition
 - o Chose our recipient for Guy Genest

University of Saskatchewan

Cooper Sinclair/Shelby Scherbey

University of Manitoba

Jaelyn Deonarine/Alexis Wanner

September:

- Had CAPSI awareness week Sept 9-13 recruited 53 new members
 - o Bowling night, CPhA joint lunch and learn as well as pink day
- Pink day and RFTC fundraising over \$4000
- IPSF info session (**VERY LOW ATTENDANCE <10 people**)
- PDW spot draw all 32 spots filled
- Started organizing Mr Pharmacy Pageant and CAPSI Competitions
- Applied to Student and Faculty Endowment Funds to obtain PDW educational/travel fund grants

October

- CSHP symposium Oct 8 ~ 80 students
 - o 5 speakers and students thought it was entertaining and informative
- CAPSI Symposium Oct 17 ~100
 - o 1 speaker successful independent pharmacy chain owner who catered evening



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- Very dynamic speaker and students were asking tons of questions. It was especially good for first years.
- Mr Pharmacy Meeting Oct 18:
 - Had first Mr pharmacy meeting which and booked venue for November 29, 2013 and pick our contestants
- CAPSI Competitions Oct 28, 2013
 - Happy with turn out still waiting on results for compounding and SLC
 - 7 teams compounding
 - 6 in PIC
 - 9 in OTC
 - 4 in SLC
 - 1 in Guy Genest entry

University of Waterloo

Sarah Johnson/Holly Meginnis

- Only one class in term this fall, so has been pretty quiet for UW CAPSI events.
- Run for the Cure raised approximately \$3000, and about 10 people participated in the run.
- Early in September we ran a Run for the Cure bakesale as a final fundraiser.
- CAPSI competitions we held at the end of October, and we had very successful turnout of students for each competition.
- PDW recruitment and SEP advertising ongoing.
- Mr. Pharmacy, PAM and IPSF HIV/AIDS Awareness Week planning has started for the upcoming winter term.

University of Toronto

Alysha Prata/Aarti Patel

- Textbook Sale: raised \$3000
- CIBC Run For the Cure
 - Candy gram sale: raised \$200. Vials were donated from Rec=xall and the candy and sticker labels were purchased by our local CAPSI council
 - Capture the flag: Event in conjunction with UofT Athletic Reps. The winning team had a donation of \$100 made to the CIBC RFTC in their name
 - Jar pass around the classroom: Passed around in each class; approx. \$350 raised in total
- Competitions
 - PIC: 12 participants
 - OTC: 11 participants



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- Compounding: 4 teams
- PDW registration and information session for delegates
- Mock OSCE
 - Ran this competition for 4th year students to participate in
 - 48 participants
- Article Writing
 - 3 Articles submitted in the Monograph (UofT's Pharmacy's monthly newsletter)
 - Submitted to the CAPSIL information for the "School Showcase Series"

Université de Montréal

Camille Rayes/Stephanie Lepage

- Approximately 37 new members this year as of now, will be more most probably
- 12 students going to PDW
- run for the cure raised 3700\$, 15 team members , success again this year!
- competitions went well there were 4 slc, contestants, 1compounding team and 3pic/otc participants
- lunch and learn cpha november 18th might be cancelled now beause speaker didnt get the right availabilities to us and its too late to change now
- anissa did an ipsf lunch and learn went well
- auction for hockey tickets went well, we raised 1133\$
- lunch and learn for lexicomp got cancelled because no french speaker available
- président not coming to PDW, Marianne (compounding winner) will replace (vp external)

Université Laval

Catherine Montminy/Karine Pilon

- 240 new CAPSI members
- Election 1st year rep, 4 students as candidates
- Run for the Cure was mostly taken care by our student council and we raised 5204\$.
- All academic competitions went well, participation was low compared to last year, mainly due to the costs of traveling. We still had 5 participants for OTC, 2 for PIC, 2 teams for compounding and 4 submissions for SLC.
- PDW 2014: only 36 students will participate, including 9 of the PDW 2015 planning committee



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- CPhA book sale was used as a fundraiser, 5\$ per person. However the turnover turned out to be lower than last year because of our new program.
- We organized an Oktoberfest event with a dinner and party that we used as a fundraiser.
- We received 8 tickets for a Montreal Canadiens hockey game from APOTEX that we used as a fundraiser by doing a secret auction. We were able to raise around 800\$.
- Question: we ran out of APOTEX backpacks, we were wondering if it could be possible to order new ones?

Dalhousie University

Ellen Boyd/Megan Hickey

1. Continuously adding more friends to CAPSI Dalhousie
2. Still planning Mr. Pharmacy with the VP of our student body at Dal
3. Frosh event was a success.
4. Elected our first year
5. CPhA book sale was also a success although the behind the scenes work for payment etc. was a little bit of a nightmare although better than last year (mostly CPhA issues not DAL issues)
6. CAPSI Awareness Week was also a success
 - a. IPSF day: International food and the reps will have an info session
 - b. Ice cream social: hand out the CPhA books,
7. Still working on planning a CPhA lunch and learn
8. We had a CAPSI booth at our annual Career Fair
9. Bank account transferred and under mine and Megan's name
10. Run for the Cure team was a success
11. We managed to run all our competitions without any major issues but much lower interest than before because of the lack of interest in PDW
12. We have 4 delegates from DAL going to PDW.
13. Currently brainstorming on initiatives for CAPSI to undertake until PAM. We had a meeting today and came up with some great ideas.
 - a. Clothing swap
 - b. Coffee mug sales → ideas?

Memorial University of Newfoundland

Janice Coleman/Kara O'Keefe

- Membership drive, Good lots of members again this year!



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- RFTC quite successful, same number of participants but doubled our fundraising!
- PDW – we had a mandatory meeting where educational policy was discussed, and only those who attended qualified for spots. We filled our spots and had a wait list, we have had about 10 people give up their spots. Ended up with 16 delegates! Also charged an “educational fee \$30 that they will get if they meet educational requirements. Will meet with them in a few weeks to discuss the formal educational policy after we discuss it tonight.
- PANL – really great relationship being built this semester. Both Kara and I volunteered at the conference, they came to our career fair and they have come to us asking questions and stuff so I’m really excited about that
- We have 4 reps that are helping us out with events and stuff so that has been awesome, we’re going to keep that in next year
- Competitions went well. PIC -10 OTC-10 (I had to reschedule these as I got super sick last week and I was responsible for the competitions) Compounding two teams, SLC-2. Aside from SLC, where we actually decided not to appoint a winner
- Website: Amber, I am still waiting to hear back from my brother, so will let you know ASAP
- Fall Symposium – we decided to not do the marketing yourself one this year as that is a focus of APAC (our conference between MUN and DAL) and over half of our school is going so we didn’t want to be redundant with that
- We have done operation wash up 3 times so far this semester and it has gone extremely well, we are starting to get requests from schools to come do it now so we are on peoples radar
- CPhA – lunch and learn and book order. Much bigger order this year for our book order and a little better organized, requesting cheques made a huge difference. Book sale we tried to do as a fundraiser, but the shipping was actually significantly higher than last year so that didn’t work out

President

Jason Johnston

- Continued work towards PDW 2015 in Laval
- In preliminary steps of signing contract with PDW 2016 and their hotel
- Ongoing support for PDW 2014
- Organizing minutes for teleconference
- Working with AFPC on Employment Survey
- Ongoing work with our stakeholders
- Continued support to locals

President-Elect

Amber-lee Carriere



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Past-President

Jeff Wandzura

VP Communications

Saleema Bhaidani

- 1) Communicating with Friesens re: the 2014/2015 handbook
- 2) Still trying to solicit new sponsors. Target Canada seems like a new prospect for the next year.
- 3) Would like to re-organize CAPSI Club Sponsorship timelines. Will discuss with Exec at PDW.

VP Education

Stephanie Miller

- 1) Competitions - Sent out all the local cases and answered many questions from the local reps regarding the cases themselves and competition logistics. Also asked council for ideas for national cases.
- 2) I spoke to Jeff Morrison from CPhA who mentioned he wants to put together a comprehensive package for CAPSI and other organizations to utilize when developing their Pharmacist Awareness Month Campaigns. This year I will be working more closely with the schools after PDW to ensure that most schools are able to put on some sort of campaign as we only had 4 entries for this years Award of Professionalism which was pretty disappointing and doesn't look very good when we are trying to maintain support from our new sponsor for this award - CPhA
- 3) I was in contact with a management professor at the U of S who is really pushing for a national business plan competition on behalf of himself and other faculty members across Canada. I was in contact with the local reps to see who has a business class and in what year and whether they hold a local competition for this class.

VP Professional Affairs

Travis Simms

Finance Officer

Jihad Abou Jamous

Executive Secretary

Joshua Sharpe

CAPSIL Editor

Danielle Paes

- A variety of articles have come in from students from across the country - thank you to all the CAPSIL reps for helping to advertise. We have some interesting pieces from our international student exchanges - they will be divided between the 3 issues.
- A special thank you to translation committee for hard work translating our content this



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term - the team worked hard and efficiently to meet set deadlines.

- This year we featured the School Showcases to highlight CAPSI local activities - in this upcoming issue the featured schools will be UofT, UW, UBC and UAlberta (Thanks for the great photos everyone)
- Fall Edition of the CAPSIL will be published in November using Microsoft Publisher to design newsletter. Purchasing subscription for online software has been deferred.
- We will only have electronic versions - both French and English editions, but will continue to explore the possibility of hard copies for the future.

IPSF Liaison

Carly Stoneman

Student Exchange Officer

Cassandra McEwan

4. Adoption of Past Minutes (J. Sharpe)

5 min

BIRT that CAPSI National accept the minutes from CPhA 2013 in Charlottetown.

Secunder: Amber-lee

Motion Passed

BIRT that CAPSI National accept the minutes from the 2013 summer teleconference.

Secunder: Stephanie Miller

Motion Passed

5. Blueprint for Pharmacy Update (J. Wandzura)

5 min

- J. Wandzura stated he met in Toronto with the Blueprint in September and they are in the process of developing a kit. He stated they are going to distribute a quarterly publication. He also stated that at the local level, names of students who have gone above and beyond what is expected of them in regards to the expanded scope should be sent to him and/or the blueprint.

6. PDW 2014 Update (S. Huynh/Jason Johnston)

20 min

- J. Johnston stated that the second round would be around 200 people and that the official count will be distributed soon.

- S. Huynh reported the following:

○ Registration

- Need the lists of names of attendees by Nov 1



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- Cheques should be made out to PDW 2014 → Should be in the mail by the time we receive your lists
 - Second wave Nov 11-15 (Karelo)
 - Final wave Nov 18-22 (Karelo)
 - Sponsorship Update
 - Should have \$140,000 in sponsorship → Original budget was for \$130,000, so we're in the green!
 - Received \$10,000 from Safeway → They are sponsoring the AGM and they have indicated that they want it to be very professional (Will be giving a ~10 minute speech at the start) → SILENCE from the audience!
 - Noise Control
 - This has been addressed in the new educational policy
 - Logistics Update
 - Flight information date
 - Hotel bookings for delegates
 - Local reps will be notified when the hotel bookings can begin
 - Will be similar to last year → Call the hotel, tell them that they are going to PDW, they will give special room rate
 - Council flight info
 - Questions/General discussion
- S. Johnson asked if the room prices could be posted and confirmed on the facebook page.
- J. Johnston stated that Safeway has now joined as a sponsor again for PDW. He stated that the image of PDW to our sponsors (in Safeway's eyes) was not good and that students disrespected speakers when talking and did not present themselves professionally. They are currently sponsoring the lunch at the AGM. He also stated that council flight info should be provided by December 1.
- K. Pilon asked what meals were included.
- J. Johnston replied that you can refer to the schedule on the general website to see.
- S. Johnson stated that a student of hers is having surgery and asked if there is wheelchair accessibility at the conference.



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- S. Huynh said that he assumes it is, but will double check for her.

7. PDW 2015 Update (K. Pilon/C. Montmine)

5 min

- Video has been shot, the editing is on its way. We were able to shoot some scenes at the convention centre, the hotel and the labs at our school.
- Sponsorship document writing has been started by VP comm. She's using the document that Montreal made as a template.
- MR.Pharmacy night: we have booked some artists for the night. The PDWPC wants to know if CAPSI national would like to have a word during the night? But they are mainly planning the night on their own.
- The panel : on ADHD (not a confirmed subject) with pharmacist, doctors, teachers, nutritionist
- So far a lot of speakers are not asking for money, so that's good on the budget.
- PDW website is coming online soon, around mid-November.
- We are expecting to have 200 reserved spots just like Montreal had last year for their PDW. We made membership mandatory for students this year to be able to go to PDW this year. Our membership is really high compared to last year, showing a lot of interest from students for this event.
- All members of the PDW 2015 planning committee will be attending PDW 2014 in Vancouver.
- Want to know if they are going to receive info about a booth for PDW?
- A. Carriere asked what was meant by the reserved spots for 200 students for ULaval. She explained to K. Pilon about the seat situation and about the situation with UdeM.

8. Competition Feedback (S. Miller)

5 min

- S. Miller stated she was speaking with their management professor regarding the business competition and that the professors from across the country want to see this competition initiated. She stated that it would give CAPSI more promotion. She also stated that she wanted feedback from each school on how the competitions went, and would like the names of the local winners by October 30.
- J. Deonarine stated that competitions legged this year at UofM.
- A. Prata stated that a deadline of Oct. 30 was set for certain competitions at her school, and that winners' names would be sent a day or two after that.



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- S. Johnson said that one of the winners of the SLC is recovering from an injury and that she is not sure whether she can attend or not. She was wondering if it would be possible to transfer the money to her when she's in good health and able to attend PDW if she cannot attend this year.

- J. Johnston stated that the accounting and logistics are not feasible for this, and that they can discuss this further later.

- E. Boyd stated that there was one winner for the SLC but he cannot go, and was wondering if that winner would still get the money.

- S. Miller stated that he could receive the award from winning at the national level, but locally the money is set specifically for registration and travel, so it wouldn't make sense to award the recipient.

- A. Carriere agreed and said that if someone isn't going to represent the school, then they should not receive the award at the local level.

- S. Miller asked if there was any other feedback.

- L. Hodgins stated she had feedback from the judges and would email it to her.

9. National Business Plan Competition (S. Miller) *5 min*

- S. Miller stated that she discussed this topic previously in her update and in agenda item 8.

10. Evidence Based Medicine Competition (J. Johnston) *5 min*

- J. Johnston stated that there was difficult persuading CSHP for funding. He stated that after a couple of trials had been completed, the competition currently stands in limbo. He asked for feedback now in terms of initial thoughts in continuing it.

- S. Miller stated that she would like to hear what schools have to say in regards to the competition. She stated she wanted to look more at the business competition, because the sponsorship looks more favourable.

- A. Carriere stated that she is for the EBM competition because UofT does not have a business course.

11. Goodlife Membership Update (J. Sharpe) *5 min*

- J. Sharpe stated that everything was addressed in his update.



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12. Educational Policy (Amber-Lee)

10 min

- A. Carriere asked if council took a look at the revised educational policy. She stated that the CRC wanted to up professionalism of social events, increase the number of sessions that students have to attend, and promote better behavior (e.g., damage, vomiting, etc.). She stated that the biggest discussion topic would be about the increase in number of mandatory educational sessions that students have to attend. She wanted to know if council feels if it is feasible or not. She stated that at World Congress, registrants must attend 50% of the sessions held, and feels PDW should be the same way. At PDW 2014, there are 15 sessions. She stated that students would be required to attend 50% of these sessions, or, in the event that there is an odd number, the sessions attended should be 50% of that number and rounded down to the nearest whole.

Motion: BIRT the number of required educational sessions at PDW by 50% of the number offered, to be rounded down if the number offered is an odd number; with each the PIC, OTC, and Compounding competitions being counted as a session for competitors.

(A. Carriere/S. Miller)

Discussion:

- J. Deonarine asked if it was 15 speakers one has to attend, or speaker blocks?

- A. Carriere stated that if it is actually 15 speakers discussing, then that would be the number used, as some blocks are not an educational session (e.g., Pharmafacts).

- J. Deonarine asked if the two speakers that occur during the health care will count towards the numbers?

- J. Sharpe explained that attending 50% of sessions should not be a difficult thing for a delegate to complete, and that if a person were to miss those two sessions, then they would still have 13 sessions that they could still attend, which is still a significant amount. We want to promote this conference to faculties and sponsors as an educational event, and not one of the party nature.

- C. Sinclair asked how far away the competition site was from the hotel.

- S. Huynh answer that with shuttle transportation that it should be no longer than 20-30 minutes.



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- S. Miller stated that if competitions are directly after the AGM, would competitors leave half-way through it?
- J. Sharpe stated that either the competitors would have to leave during, or not attend at all, but their stamp would still be given to the delegate due to conflict in times.
- A question by a council member was asked if 50% of the talks were in French, as this may be a concern.
- S. Huynh answered that three sessions are specifically in French, and that there is also the keynote and the motivational speaker, which would bring French delegates to five of the seven sessions.
- J. Johnston asked to make a friendly amendment to the motion. He would like it to state “50% of possible options”, rather than “50% of the number offered.”

Friendly Amended Motion: BIRT the number of required educational sessions at PDW by 50% of those that the delegates can attend, to be rounded down if the number that can be attended is an odd number; with each the PIC, OTC, and Compounding competitions being contributed to this number.

- A. Carriere and S. Miller accepted this amendment.
- J. Coleman stated that the faculty person in charge of clerkship was worried about students missing days counting towards their clerkship. She stated that last year students from MUN missed more days than were allowed by their faculty. She also stated that there were concerns that students were saying that PDW was a huge party. She feels that this may be putting a hold on 4th years at her school from attending.
- L. Hodgins felt that increasing the sessions is a good thing. She stated that her only issue is that it should've been done earlier, as it is not fair for students who have already signed up thinking that they only had to attend the amount of sessions that the policy previously stated.
- A. Carriere apologized for the delay, as it is hard with everyone's schedule to meet all at once, in addition to meeting with the PDWPC 2014 to discuss their thoughts and opinions, as well.
- S. Johnson stated that this is a good idea. She feels this will potentially help with issues that sponsors may have, as well as with faculty's. She stated that this document should be discussed further at PDW.



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- J. Johnston asked if there was any other discussion on the matter.

Motion Passed.

Motion: BIRT the 2013 updated educational policy be adopted for use at PDW going forward.

(A. Carriere/J. Sharpe)

Discussion:

- A. Carriere highlighted the changes made to the educational policy.

***J. Jamous left the call at 12:11am AST

- L. Hodgins stated that she is okay with this, as long as we can ensure that the policy is enforced, due to the reimbursement scheme at their school.

Motion Passed.

13. Election Call for Vice-President Professional Affairs (J. Johnston) 15 min

BIRT the call for election of the position of VP Professional Affairs be delayed until after discussion on the continuance of the position at PDW 2014.

(Jason/Amber)

- J. Johnston stated that we as an organization want to spend internally as much as possible, especially on expenses for us and for what our positions hold. Each year our costs are budgeted and the VPPA position is required to go to PDW and CPhA, which has costs associated with flights, hotels, etc. He said that unfortunately due to constricting budgets, the VPPA position could not be sent to conferences in the past. The portfolio for VPPA no longer has many things for them to do and can easily be distributed to other positions. He asked for general discussion on the matter.

- T. Simms stated that there were frustrations with the position because the conference last year he was to attend was cancelled and moved to June, but no one could go to it. He also stated that communication with other organizations was bad to non-existent. His main duties are to order things from Teva for schools, and feels this could be given to another position. He also felt that the decision of creating interprofessional symposiums could be given to another executive member.



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- S. Miller stated that there are a few things under the VPPA portfolio that are connected to VPEd (e.g., symposia topics), and helping local reps hold symposiums. She also felt that operations wash-up and allergy could be taken over by VPEd in future years.
- J. Wandzura stated that from a historical perspective, the VPPA position is relatively new. He stated that he felt we should go forward with this motion and that we should discuss this further at PDW, and hold a bi-election if the consensus was to keep the position.
- A. Prata stated that her only issue with delaying the decision would be that if students had questions about VPPA and CAPSI stated that they were not having the position and then we decide to hold it in bi-elections, she wanted to know what information we could provide to the students.
- J. Johnston stated that if any questions about the position were to arise, he could help the locals address it.

14. Adjournment - (J. Johnston)

2 min

Next meeting: January 7-11th, 2013

BIRT CAPSI National adjourn the Fall TC for 2013 at 12:30am AST.
(S. Milller/L. Hodgins)
Motion Passed.