



CAPSI - I'ACEIP
CPhA 2012 MEETING
Whistler, British Columbia
Thursday, May 31st to Monday, June 4th, 2012

Foundation

Strength

Unification

Message from the President

Dear Members of the 2012-2013 CAPSI National Council,

Welcome to another year on CAPSI National Council. This year we will be meeting in Whistler, British Columbia during the 100th annual National Conference of the Canadian Pharmacists Association.

We, as the CAPSI National Council represent the voices of over 3,400 pharmacy students from coast-to-coast. As this is our first official meeting, what happens here will set the pace and lay the foundation for the goals we plan to meet throughout the upcoming year. This meeting will also serve as the official turnover of the National Council.

I would like to welcome and congratulate each of you on your newly elected position. Your involvement with CAPSI on the national level clearly demonstrates your commitment to your peers as well as to your future profession. I hope that in addition to bringing your unique skills to the Association, you gain valuable experience and develop meaningful professional relationships.

I encourage each of you to make the most of your time here in Whistler, and hope that you leave with a renewed passion for your profession. I look forward to meeting you all and working with you in this upcoming year as we advocate for the interests of Pharmacy Students across Canada.

Sincerely,

Jeff Wandzura
National President 2012 - 2013
Canadian Association of Pharmacy Students and Interns (CAPSI)
BSc Pharmacy Candidate (2013)
Faculty of Pharmacy and Nutrition, University of Saskatchewan
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CAPSI MEETINGS - AGENDA

CPhA 2012, Whistler

Wednesday, May 30th, 2012 - Whistler Hilton

- All day Arrivals
- 7:30 pm *Dinner with Council

** Meet in lobby of hotel*

Thursday, May 31st, 2012 - Sutcliffe Room - Whistler Hilton

- 8:00 am - 9:00 pm Breakfast
- **9:00 am - 12:00 pm Strategic Planning Session**
- 12 :00 pm - 1 :00 pm Lunch
- **1:00 pm - 4:00 pm General Council Meetings**
- 4:00 - 7:00 pm Free Time
- **7:00 - 9:00 pm Ice Breakers/Team building**
- 9:00 pm Social Activity

Friday, June 1st, 2012 - Sutcliffe Room - Whistler Hilton

- 8:00 - 8:45 am Breakfast
- **8:45 - 10:30 am General Council Meetings**
- 10:30 - 10:45 am Break
- **10:45 - 12:00 pm General Council Meetings**
- 12:00 - 1:00 pm Lunch - on your own time
- 1:00 - 2:00 pm Committee meetings on the 15's (CRC, Website, Finance, Competitions)
- 2:00 - 3:00 pm Senior and Junior Representative Meeting
- 4:30 - 6:30 pm Conference Registration
- 4:30 - 5:30 pm First Timers' Reception
- 5:00 - 6:30 pm Welcome Reception
- 9:00 pm Social Activity

Saturday, June 2nd, 2012 - Sutcliffe Room - Whistler Hilton

- 7:00 - 8:30 am CE Breakfast
- **8:40 - 8:50 am Opening Remarks- CPhA President Jody Shkrobot**
- **8:55 - 9:40 am Keynote Speaker- John Furlong**
- 9:40 - 10:20 am Refreshment Break
- **10:20 - 11:30 pm CPhA Annual General Meeting**
- 11:45 - 1:00 pm Lunch Session
- **1:00 - 1:30 pm PDW 2012 Planning Committee Presentation**
- **1:30 - 2:00 pm PDW 2013 Planning Committee Presentation**
- **2:00 - 2:30 pm PDW 2014 Planning Committee Presentation**

- 4:45 - 6:15 pm Awards Ceremony
- 6:30 - 8:30 pm Awards Ceremony Reception/Trade Show
- 9:00 pm Social Activity

Sunday, June 3rd, 2012 - Sutcliffe Room - Whistler Hilton

- 7:00 - 8:30 am CE Breakfast
- 8:30 - 10:00 am **General Council Meetings**
- 10:00 - 10:15 am Break
- 10:15 - 11:15 am **General Council Meetings**
- 11:15 - 11:30 am Membership Committee Meeting
- 11:30 - 11:45 am Agenda Review Committee Meeting
- 11:45 - 12:00 pm IPSF SEP Selection Committee Meeting
- 12:00 - 1:30 pm Lunch at the Tradeshow
- 1:00 - 1:30 pm JOM - Pfizer (Presidents, VP Com, Secretary)
- 1:30 - 2:00 pm JOM - CPJ (Presidents, VP Com, Secretary, CAPSIL Editor)
- 2:00 - 3:00 pm JOM - CPhA (Presidents, VP Com, Secretary)
- 3:00 - 4:00 pm JOM - CSHP (Presidents, VP Com, Secretary)
- 4:15 - 5:00 pm JOM - Scotiabank (Presidents, VP Com, Secretary, Finance Officer)
- 6:00 pm - 10:00 pm **'Fun Night at the Peak'**

Monday, June 4th, 2012- Sutcliffe Room - Whistler Hilton

- 7:00 – 3:00 pm CE Breakfast and Conference Activities
- 11:30 - 12:00 pm JOM - TEVA (Presidents, VP Com, Secretary)
- 3:00 - 5:30 pm Free time
- 5:30 - 6:30 pm President's Reception
- 6:30 - 10:30 pm President's Gala Dinner

**CAPSI General Council Meetings May 30th to June 4th
CPhA 2012 - Whistler, British Columbia**

Thursday, May 31st, 2012

1. Strategic Planning Session
2. Call to Order
3. Welcome / Attendance / Introductions
4. Acceptance of Old Minutes
5. Year End School Reports
 - 5.1 University of British Columbia
 - 5.2 University of Alberta
 - 5.3 University of Saskatchewan
 - 5.4 University of Manitoba

- 5.5 University of Waterloo
- 5.6 University of Toronto
- 5.7 Université de Montréal
- 5.8 Université de Laval
- 5.9 Dalhousie University
- 5.10 Memorial University of Newfoundland
- 6. Executive Reports
 - 6.1 President
 - 6.2 President-Elect
 - 6.3 Past President
 - 6.4 VP Communications
 - 6.5 VP Education
 - 6.6 VP Professional Affairs
 - 6.7 Finance Officer
 - 6.8 Executive Secretary
 - 6.9 CAPSIL Editor
 - 6.10 IPSF Liaison
 - 6.11 Student Exchange Officer
- 7. CSHP Student Delegate Update
- 8. Committee Dissolution
- 9. Committee Formation
- 10. Blueprint for Pharmacy Update
- 11. Run for the Cure 2012
- 12. 2012-2013 Health Campaign Topic
- 13. Pharmaide Committee Message from Laval Université
- 14. Symposia Topics 2012-2013

Friday, June 1st, 2012

- 1. Call to order
- 2. Attendance
- 3. Strategic Planning Session Feedback
- 4. CAPSI Philanthropy
- 5. Health Campaign Award Winner
- 6. SEP Immigration Issues
- 7. National Mock OSCE Question Bank
- 8. EBM Competition Update
- 9. PDW Educational Protocol Feedback
- 10. CAPSI Elections Protocol
- 11. iClicker Use in Pharmafacts Bowl
- 12. Local Competition Deadlines
- 13. PDW 2013 Speaker
- 14. CAPSI Registration Fees at Laval Université

15. Pharmacy Coast-to-Coast Update and Revisions
16. NaHSSA Conference Participation
17. CAPSI Student Agenda
18. Committee Meetings
19. Senior and Junior Local Representative Meetings
20. Welcome Reception

Saturday, June 2nd, 2012

1. Call to order
2. Attendance
3. PDW 2012 Planning Committee Presentation
4. PDW 2013 Planning Committee Presentation
5. PDW 2014 Planning Committee Presentation
6. CPhA Awards Ceremony
7. CPhA Awards Ceremony Reception and Trade Show Opening

Sunday, June 3rd, 2012

1. Call to order
2. Attendance
3. Budget Discussion
4. Patient Interview Competition Operating Costs
5. Compensation for Exchange Student Escorts
6. World Congress Reimbursement Scheme
7. Friends of CAPSI Update
8. CAPSI Mission, Vision and Value Statements
9. 2012-2013 CAPSI Club Update
10. Adjournment of National Council
11. Committee Meetings:
 - a) Membership Committee
 - b) Agenda Review Committee
 - c) IPSF SEP Committee
12. Joint Officer Meeting with Pfizer
13. Joint Officer Meeting with CPJ
14. Joint Officer Meeting with CPhA
15. Joint Officer Meeting with CSHP
16. Joint Officer Meeting with Scotiabank

Monday, June 4th, 2012

1. Joint Officer Meeting with Teva

Thursday, May 31st, 2012

1. Strategic Planning Session

J. Wandzura / J. Grocholsky

- CAPSI National Council reviewed the results of the 2012 Member Survey, discussed the issues facing the association, and brainstormed strategies to address these issues throughout the year

2. Call to Order

J. Wandzura

- J. Wandzura called the meeting to order

3. Attendance/Welcome/Introductions

J. Seguin

- J. Seguin took attendance

Jeff Wandzura
Jillian Grocholsky
Jason Johnston
Jenny Seguin
Juanita Lui
Jen Baker
Nadir Khattab
Chelsea Barr
Cassandra McEwan
Leila Clayton
Niki Bajic

President
Past – President
President - Elect
Executive Secretary
VP Professional Affairs
VP Communications
VP Education
Finance Officer
IPSF Liaison
Student Exchange Officer
CAPSIL Editor

Amy Le
Jereme Parenteau
Leah Stickel
Stephanie Miller
Cooper Sinclair
Ashley Ewasiuk
Jaclyn Deonarine
Jamie Rafuse
Sarah Johnson
Alysha Prata
Yann Gaudreault
Camille Rayes
Vlad Rosu
Catherine Montminy
Joshua Sharpe
Ellen Boyd
Travis Simms
Janice Coleman
Megan Riordon

UBC Senior Representative
Alberta Senior Representative
Alberta Junior Representative
Saskatchewan Senior Representative
Saskatchewan Junior Representative
Manitoba Senior Representative
Manitoba Junior Representative
Waterloo Senior Representative
Waterloo Junior Representative
Toronto Junior Representative
Montreal Senior Representative
Montreal Junior Representative
Laval Senior Representative
Laval Junior Representative
Dalhousie Senior Representative
Dalhousie Junior Representative
Memorial Senior Representative
Memorial Junior Representative
CSHP Student Delegate

Regrets:

Stephen Huynh
Amber-Lee Carriere
Michael Kani

UBC Junior Representative
Toronto Senior Representative
CPHA Student Board Member

4. Acceptance of Old Minutes

J. Seguin

Motion: BIRT CAPSI National 2012-2013 accepts the PDW 2012 meeting minutes.

(J. Seguin/J. Baker)

Carried

Motion: BIRT CAPSI National 2012-2013 accepts the Spring Teleconference (April 1, 2012) meeting minutes.

(J. Seguin/Y.Gaudreault)

Carried

5. Year End School Reports

University of British Columbia

University of Alberta

University of Saskatchewan

University of Manitoba

University of Waterloo

University of Toronto

Université de Montréal

Université Laval

Dalhousie University

Memorial University of Newfoundland

University of British Columbia

Amy Le / Stephen Huynh

- refer to annex

University of Alberta

Jereme Parenteau / Leah Stickel

- refer to annex

University of Saskatchewan

Stephanie Miller / Cooper Sinclair

- refer to annex

University of Manitoba

Ashley Ewasiuk / Jaclyn Deonarine

- refer to annex

University of Waterloo

Jamie Rafuse / Sarah Johnson

- refer to annex

University of Toronto (Amber-Lee Carriere) / Alysha Prata

- refer to annex

Université de Montréal Yann Gosselin Gaudreault / Camille Rayes

- refer to annex

Université Laval Vlad Alexandru Rosu / Catherine Montminy

- refer to annex

Dalhousie University Joshua Sharpe / Ellen Boyd

- refer to annex

Memorial University of Newfoundland Travis Simms / Janice Coleman

- refer to annex

6. Executive Council Reports

President

President-Elect

VP Communications

VP Education

VP Interprofessional Affairs

Finance Officer

Executive Secretary

CAPSIL Editor

IPSF Liaison

Student Exchange Officer

President Jeff Wandzura

- refer to annex

President-Elect Jason Johnston

- refer to annex

Past-President Jillian Grocholsky

- refer to annex

VP Communications Jen Baker

- refer to annex

VP Education Nader Khattab

- refer to annex

A. Lamb left the meeting at 1:48 pm

VP Professional Affairs

Juanita Lui

- refer to annex

Finance Officer

Chelsea Barr

- refer to annex

J.Grocholsky left the meeting at 1:52 pm

Executive Secretary

Jenny Seguin

- refer to annex

CAPSIL Editor

Niki Bajic

- refer to annex

IPSF Liaison

Cassandra McEwan

- refer to annex

Student Exchange Officer

Leila Clayton

- refer to annex

7. CSHP Student Delegate Update

M. Riordon

This is an opportunity for the CSHP Student Delegate to address the Council.

- M. Riordon said that student membership term is changing (currently July 1- June 30) because students are hesitant to register in the fall as they feel like they're losing part of the membership year. The new membership year will run January 1 – December 31.
- M. Riordon said that for this first year of implementation, students who register in September will get a 15 month membership; those who register this July will save 25%.
- M.Riordon said they are still trying to decide what to do with 4th year students whose student membership will end in December, but whose pharmacist membership won't start until July, since the term of the regular membership is not changing
- M. Riordon said they are currently updating the CSHP website and PSNs (topic-specific listservs you can join). The drug shortages PSN has been the most accessed lately.
- M. Riordon said that the Summer Education Session is in Charlottetown PEI this year on August 11-14, there are reduced registration rates for students
- M. Riordon reminded council that they can contact her with hospital issues. For communications locally, she is using local reps where there are no CSHP local reps

A. Lamb returned at 1:57 pm

J. Grocholsky returned at 1:59 pm

8. Committee Dissolution

J. Seguin

Motion: BIRT CAPSI National dissolve the following 2011-2012 committees: Website Committee, Constitutional Review Committee, Finance Committee, Membership Committee, PDW 2012 Planning Committee, Competition Review Committee, Ethics Committee, Agenda Review Committee, IPSF Student Exchange Program Selection Committee, Translation Committee, ad hoc National Mock OSCE Question Bank Committee, ad hoc Translation Committee, ad hoc Platinum Sponsorship Committee, ad hoc Pharmacy Coast-to-Coast Committee, ad hoc Business Case Committee, ad hoc Strategic Planning Interprofessional Collaboration Committee, ad hoc Strategic Planning Marketing Committee and ad hoc Strategic Planning Community Outreach Committee.

(J. Seguin/S. Miller)

Carried

The following 2011-2012 committees must be dissolved: Website Committee, Constitutional Review Committee, Finance Committee, Membership Committee, PDW 2012 Planning Committee, Competition Review Committee, Ethics Committee, Agenda Review Committee, IPSF Student Exchange Program Selection Committee, the Translation Committee, ad hoc National Mock OSCE Question Bank Committee, ad hoc Translation Committee, ad hoc Platinum Sponsorship Committee, ad hoc Pharmacy Coast-to-Coast Committee, ad hoc business case committee, ad hoc Strategic Planning Interprofessional Collaboration Committee, ad hoc Strategic Planning Marketing Committee and ad hoc Strategic Planning Community Outreach Committee.

9. Committee Formation

J. Seguin

Motion: BIRT CAPSI National form the following 2011-2012 committees: Website Committee, Constitutional Review Committee, Finance Committee, Membership Committee, PDW 2012 Conference Planning Committee, Competition Review Committee, Ethics Committee, Agenda Review Committee, Translations Committee and IPSF Student Exchange Program Selection Committee with the appointed individuals.

(J. Seguin/V. Rosu)

Carried

The following committees must be formed:

Finance Committee: Addresses matters of financial concern outside of official CAPSI meeting times. Composed of:

- *Finance Officer (Chairperson) – Chelsea Barr*
- President – Jeff Wandzura
- One Senior Rep. from Western Canada (West of Toronto) – Jamie Rafuse
- One Senior Rep. from Eastern Canada (East of Toronto) – Vlad Rosu

Constitutional Review Committee: Drafts, reviews and amends the CAPSI Constitution, in addition to other official documents and contracts as necessary. Composed of:

- *President-Elect (Chairperson) – Jason Johnston*
- Executive Secretary – Jenny Seguin
- Two other members, which may include Senior Reps, or members of the Executive Council – Jillian Grocholsky and Niki Bajic

Membership Committee: Responsible for ensuring that all CAPSI members receive their membership benefits and work to facilitate the promotion of CAPSI during CAPSI Awareness Week. Composed of:

- *Executive Secretary (Chairperson) – Jenny Seguin*
- VP Communications – Jen Baker
- One Senior Representative – Joshua Sharpe

Professional Development Week 2014 Conference Planning Committee: Facilitate the organization of PDW 2014 in Vancouver, British Columbia. Composed of:

- Local Senior Representative from the host school – Amy Le
- CAPSI President as an *ex-officio* member – Jeff Wandzura
- Local Planning Committee as per the discretion of the host school

Website Committee: Responsible for maintaining and updating the CAPSI National Website. Composed of:

- *President-Elect (Chairperson) – Jason Johnston*
- VP Communications – Jen Baker
- CAPSIL Editor – Niki Bajic
- One Senior or Junior Rep. from Quebec – Yann Gaudreault
- One Senior Rep. from Western Canada – Ashley Ewasiuk
- One Senior Rep. from Eastern Canada (excluding Quebec) – Travis Simms
- Webmaster (*ex-officio*) – Patrick Monaghan

Ethics Committee: Responsible for the addressing all ethical matters brought to the CAPSI National Council. Composed of:

- *Past President (Chairperson) – Jillian Grocholsky*
- President-Elect – Jason Johnston
- CAPSIL Editor – Niki Bajic
- VP Communications – Jen Baker
- Finance Officer – Chelsea Barr
- Senior or Junior Rep from a French and English speaking school – Amy Le, Vlad Rosu

Agenda Review Committee: Responsible for the review of the CAPSI National Agenda prior to distribution. Composed of:

- *VP Communications (Chairperson) – Jen Baker*
- CAPSIL Editor – Niki Bajic
- One Senior or Junior Rep from a Quebec School – Catherine Montminy

- One Senior or Junior Rep from Western Canada (West of Toronto) – Jereme Parenteau
- One Senior or Junior Rep from Eastern Canada (East of Toronto) – Joshua Sharpe

Competition Review Committee: Responsible for the review of all competition cases and materials before their distribution/dissemination to the local level. Composed of:

- *VP Education (Chairperson) – Nader Khattab*
- Past-President – Jillian Grocholsky
- One CAPSI Rep. from an English-speaking school different from the home school of the VP Education – Stephanie Miller
- One CAPSI Rep. from a French-speaking school different from the home school of the VP Education – Yann Gaudreault
- Any other council members interested – Jen Baker, Juanita Lui, Jamie Rafuse, Alysha Prata

IPSF SEP Selection Committee: Responsible for the review of all applications for and select candidates to participate in the IPSF Student Exchange Programme. Composed of:

- *Student Exchange Officer (Chairperson) – Leila Clayton*
- IPSF Liaison - Cassandra McEwan
- President-Elect – Jason Johnston
- One Senior or Junior Rep from Western Canada (BC to Waterloo) – Jaclyn Deonarine
- One Senior or Junior Rep from Eastern Canada (Toronto to Newfoundland) – Ellen Boyd

Translation Committee: Responsible for the translation of any CAPSI related documents, with the exception of PDW materials. Composed of:

- *CAPSIL Editor (Chair) – Niki Bajic*
- One representative from the University of Montreal – Camille Reyes
- One representative from Laval University – Catherine Montminy
- One bilingual Council Member – Amber-Lee Carriere
- Any other council members interested – Jereme Parenteau, Cassandra McEwan, Ellen Boyd

10. Blueprint for Pharmacy Update

J. Wandzura/J. Grocholsky

This item serves as an opportunity to update Council on the activities of the Blueprint for Pharmacy Steering Committee and to discuss student involvement with this initiative moving forward.

- J. Grocholsky said that the Steering Committee meetings in April were very productive
- J. Grocholsky said the Blueprint just reached million dollar fundraising goal. The Steering Committee proposed a student fundraiser using “Blueprint Bucks” during PAW or CAPSI Awareness week where students to donate \$1, in the end a final tally of funds raised by Canadian students could be reported
- J. Grocholsky said that the Blueprint essay competition is being advertised on Facebook and Twitter

- J. Grocholsky noted that the Deans of Pharmacy at the meeting were talking about using students as a tool to spread the Blueprint message out in their experiential placements. Many pharmacists have heard the Blueprint name but haven't take it upon themselves to find out more. The Deans proposed having an assignment based on advocacy that's required as part of placement, using the enthusiasm of the students to spread the message.
- J. Grocholsky said the term is coming due to re-evaluate if the Steering Committee should continue. All of the parties involved are still interested, all have 100% buy in from the groups they represent
- It was said that the next Steering Committee meeting will be in October, and J. Wandzura will attend on behalf of CAPSI
- J. Wandzura asked how many schools have implemented the Blueprint Student Champions
- N. Bajic said Waterloo formed an informal committee, but there was disagreement among interested students about the role Blueprint would play in the school. Waterloo discussed having a formal representative on student council. They are aiming to do one small project each semester.
- J. Grocholsky said she was approached by the College of Pharmacy Technicians at the meeting. They are interested in forming a student association, and proposed having a technician seat on CAPSI.
- J. Grocholsky said she would like to bridge communication with registered technicians more and help them form a similar association of their own.
- A .Lamb said she did a project with the Saskatchewan College of Pharmacists surveying technicians to see how they felt about regulation in SK. She said they thought it would mean they lose their jobs, estimated that 75% were unsure what regulation meant.
- S. Johnston asked if CAPSI is responsible for promoting the Blueprint at the local level
- J.Wandzura said that CAPSI sits on the Steering Committee to represent students, but any initiatives at local level would be welcomed

S. Hyunh joined the meeting at 2:24 pm

- J. Grocholsky thinks it would be a good way for CAPSI to increase our own advocacy initiatives by being involved in Blueprint promotion and activities, since we're already involved in the Steering Committee

11. Run for the Cure 2012

J. Rafuse

This item is an opportunity for members to provide Council with an update on their school's Run for the Cure (RFTC) 2012 activities to date, as well as future activities planned.

- J. Rafuse said last year we took on RFTC as a national philanthropic initiative and made it competition between schools with overall national fundraising goal of \$25,000, which was well exceeded.
- J. Rafuse said this year's fundraising goal is \$30,000
- It was said that 6 schools are currently registered

- J. Parenteau said he is planning on registering a team for U of A when he receives his turnover report with account information
- J. Sharpe said he is planning on registering a team for Dalhousie
- Y. Gaudreault said he is considering doing it now that U de M does not do the run for PSF. He said he will decide within the next month.
- J. Rafuse said UW has raised about \$3500 so far, expects numbers to go up in September
- S. Miller asked for some ideas for fundraising initiatives
- J. Rafuse said Waterloo does golf and beach volleyball tournaments, a bottle drive, bake sales, and pot lucks
- A. Ewasiuk said Manitoba has had one fundraiser, mentioned in her year end report, and they also have made a funny video about how to register

12. 2012-2013 Health Campaign Topic

C. McEwan/ L. Clayton

The Health Campaign topic for 2012-2013 will be "Anti-TB". The following decision was based on a majority vote among IPSF-local reps. Further information and resources will be provided to local reps in order to facilitate campaign promotion and events.

- C. McEwan said they held a vote with local IPSF reps a month ago to discuss the health campaign topic; the most popular vote was for the anti-tuberculosis campaign
- C. McEwan said information will be distributed about the campaign in the near future

Motion: BIRT CAPSI approves the health campaign topic for 2012-2013 to be Tuberculosis

(C. McEwan/A. Le)

Carried

- A. Lamb asked if there's a TB awareness week that this could be coordinated with
- L. Clayton said there is a resource kit for the TB campaign. It will be distributed to the local IPSF reps in time for the campaign and will contain this information
- L. Clayton strongly suggested that schools try to coordinate with TB awareness week

13. Laval Universite Pharmaide Committee Message

V. Rosu

"Pharmaide", an ULaval committee that has recently gained a spot in our local council, is looking for partnership in the rest of Canada to expand a charity project that had great success this past school year and which they want to continue. The project is to be presented to the National council for consideration.

- V. Rosu said Pharmaide was formed in 2010, and does a large activity to raise funds for Pharmaciens Sans Frontieres (PSF) each year
- V. Rosu said they have previously raised \$5000 for the PSF Haiti mission by doing a fashion show, was so successful that they want a council spot on their local student council

- V. Rosu said they are interested in having other Pharmaide committees across Canada to have more fundraisers, maybe hold a live event across Canada, facilitated by a Pharmaide subcommittee with representation from all the schools
- J. Grocholsky asked if it has to be a subcommittee or if it could be done at each school based on whomever they would like to support
- V. Rosu said they want to keep the name associated with the event, so it should be specifically Pharmaide
- V. Rosu said currently all the Pharmaide money goes to PSF. The Haiti mission is the one that needs the most money, but they're looking to expand to have more events and
- V. Rosu asked that CAPSI locals send the information out to other local groups to gain support at each school
- J. Grocholsky suggested that they use the student society president mailing list to spread the message
- C. McEwan said she is a member of the PSF committee, who are very impressed with the fundraisers that have been held by this group so far.
- V. Rosu suggested that they make a promotional video to draw other schools in, broadcast the fashion show around the country, but that it doesn't have to be one huge event, could be several different initiatives
- C. McEwan said PSF really wants to expand outside of Quebec. She said right now it's catered to Quebec because that's where the PSF council is, but they want to have other provinces involved in the missions, it just hasn't been established yet.
- C. McEwan said PSF is concerned about preserving their reputation and their namesake, and getting rest of the country involved
- V. Rosu said he was thinking of making it a competition between the schools
- J. Grocholsky said we should not create a sub-committee that's not under the CAPSI name; that we could consider picking PSF as a charity that we raise money for
- V. Rosu asked if local councils could have local involvement
- C. McEwan said she sees the benefit of connecting PSF and CAPSI to get students involved more, but is unsure of the logistics, due to the lack of English-speaking council members
- V. Rosu said he will distribute a document with further information to the council, which will have Pharmaide contact information for those wanting to get involved

14. Symposia Topics 2012-2013

N. Khattab

This discussion is to brainstorm possible symposia topics and then to decide on two symposia topics for 2011-2012.

- N. Khattab asked for feedback from each school regarding their symposia this year
- A. Le said UBC did both topics. The third party symposium was good because they do not learn about it in school. They had a pharmacist come in to discuss tips on dealing with 3rd party payors. The coast to coast symposium was also well attended; a lot of students requested the materials and were interested in the topic. Overall UBC students liked that it wasn't something covered in the curriculum. UBC did not use a lot of the resources from previous VP PA, just used

knowledge from community placement and used a speaker that was informed (CPhA board member), to whom they gave guidelines for topics they wanted covered.

- J. Parenteau said U of A also had a good turnout, had to turn students away because of inadequate seating (180 students). They had J. Skrobot come in from CPhA for coast-to-coast, he used his own presentation. He said it is important that the topic is relevant to the students, that there was a lot of interest in non-curricular material. U of A used food and a door prize as incentive for attending

- S. Miller said she found it was left to the last minute at U of S. They had a practicing pharmacist to do the 3rd party talk, who made the presentation based on her experience in the pharmacy.

- A. Ewasiuk said they combined the two topics at Manitoba. J. Morrison from CPhA talked about the changes in each province, and they also had someone talk about regulation of pharmacy technicians and someone talk about 3rd party payors. They used free dinner as incentive for students.

- J. Baker said there were scheduling issues at U of T. They usually do one early in the year and one towards the end of the year if they have time, but they didn't have time to do one this year. She is hoping they will try to fit in 3 next year, as students were disappointed to not get this benefit.

- J. Rafuse said they integrated the 3rd party payor symposium into PAW at Waterloo. J. Grocholsky talked about her co-op experience with Manulife and they also had a pharmacy technician talk about billing issues they may face out on co-op with third party payors. They used snacks and textbooks (donated by CPhA) as door prizes. They wanted to do a larger panel, but had a hard time finding a variety of speakers.

- Y. Gaudreault said the U de M speaker cancelled last minute, so they could not do their symposium this year. Apotex apologized and they said they'll improve on communication with the speaker for next year.

- V. Rosu said they wanted to have the president of the Quebec Order of Pharmacists at Laval, but she cancelled at the last minute. She sent another speaker who talked about coast-to-coast, but there was a lot of emphasis on Loi 41 in Quebec, since that's what students wanted. 60 students attended, but it was during exams.

- J. Sharpe said Dalhousie combined the two symposia into one The CEO of PANS talked about coast-to-coast, 3rd party payors and new implementations in the province. The speaker did a good job explaining the concepts, but turnout was poor (25 people).

- T. Simms said at MUN, the president of PANL spoke to about 45-50 students. J. Morrison from CPhA also came in for advocacy talk, to a similar sized audience. Both were enjoyed by students.

- J. Lui listed the symposia from the last two years as a point of information.

- It was suggested that the topics for this year could include 2 of the following: pharmacist prescribing, prescription drug abuse, generic drug pricing, non-traditional careers in pharmacy, implementing pharmacy practice into the community setting (progressive clinical practice in community based on examples that are already out there)

J. Grocholsky and J. Johnston left the meeting at 2:56pm

T. Simms and J. Wandzura left the meeting at 2:58pm

J. Johnston returned at 2:58 pm

J. Wandzura and J. Grocholsky returned at 2:59pm

- A. Le asked for clarification about the pharmacist prescribing topic
- N. Khattab said it would be about existing prescribing practices in Canada and future directions
- A. Lamb suggested it contain payment models
- J. Grocholsky noted that it sort of falls under the SCOPE initiative

T. Simms returned at 3:00 pm

- J. Grocholsky said non-traditional careers would be a good way to incorporate the students' request to get more information about jobs from the member survey
- A. Lamb suggested that they use a speed networking format for that symposium, which they have done at U of S

Motion: BIRT CAPSI approves the following symposium topics: implementing clinical practice in community pharmacy and nontraditional pharmacy careers for the 2012-2013 school year
(N. Khattab/S. Miller)

Carried

Motion: BIRT CAPSI adjourn for the day at 3:06pm.

(J. Parenteau/J. Lui)

Carried

Friday, June 1st, 2012

1. Call to Order

- J. Wandzura called the meeting to order

J. Wandzura

2. Attendance

- J. Seguin took attendance

J. Seguin

J. Wandzura
J. Grocholsky
J. Johnston
J. Seguin

President
Past – President
President - Elect
Executive Secretary

J. Lui	VP Professional Affairs
J. Baker	VP Communications
N. Khattab	VP Education
C. Barr	Finance Officer
C. McEwan	IPSF Liaison
L. Clayton	Student Exchange Officer

A. Le	UBC Senior Representative
S. Huynh	UBC Junior Representative
J. Parenteau	Alberta Senior Representative
L. Stickel	Alberta Junior Representative
S. Miller	Saskatchewan Senior Representative
C. Sinclair	Saskatchewan Junior Representative
A. Ewasiuk	Manitoba Senior Representative
J. Deonarine	Manitoba Junior Representative
J. Rafuse	Waterloo Senior Representative
S. Johnson	Waterloo Junior Representative
A. Prata	Toronto Junior Representative
Y. Gosselin Gaudreault	Montreal Senior Representative
C. Rayes	Montreal Junior Representative
V. Alexandru Rosu	Laval Senior Representative
C. Montminy	Laval Junior Representative
J. Sharpe	Dalhousie Senior Representative
E. Boyd	Dalhousie Junior Representative
T. Simms	Memorial Senior Representative
J. Coleman	Memorial Junior Representative
M. Riordon	CSHP Student Delegate

Regrets:

M. Kani	CPhA Student Board Member
A. Carriere	Toronto Senior Representative

3. Strategic Planning Session Feedback

J. Wandzura

This is an opportunity for the council to provide feedback on the Strategic Planning Seminar. This will also be an opportunity to discuss the continuation of the ad hoc strategic planning committees formed at CPhA 2011 (Marketing, Interprofessional Collaboration, and Community Outreach)

- J.Grocholsky suggested that we continue the Marketing ad hoc committee, asked if we need to continue or modify the other committees
- J.Rafuse identified communication as a big issue, may be useful to have an ad hoc committee to streamline our efforts in this area
- J. Grocholsky suggested that marketing and communication be a joint committee

- J. Baker suggested that outreach be included in that committee too, with continued support from CPhA
- J. Grocholsky suggested an advocacy/issues ad hoc committee

Motion: BIRT CAPSI National form the following ad hoc committees for the 2012-2013 school year: Marketing and communication committee and the advocacy committee with the appointed individuals

J Baker/S Miller

Carried

- The committees will be composed of the following members:

Ad-hoc Communications and Marketing Committee: Responsible for streamlining communications with membership, looking for a more effective way to deliver CAPSI National's message, evaluating the branding strategy, and upkeep of the CAPSI promotional video

- VP Communication (Chair) - Jen Baker
- CAPSIL Editor - Niki Bajic
- President Elect - Jason Johnston
- One Senior or Junior Rep from Western Canada (BC to Waterloo) - Amy Le
- One Senior or Junior Rep from Eastern Canada (Toronto to Newfoundland) - Alysha Prata
- One local Rep. from a French-speaking school - Vlad Alexandru-Rosu

Any other council members interested - Chelsea Barr, Joshua Sharpe, Janice Coleman

Ad-hoc Advocacy Committee: Responsible for developing a strategy to engage student opinion about any and all issues that are necessary, raising awareness of pharmacy issues among student members, and contacting local representatives to acquire information about current issues in the profession.

- VP Professional Affairs (Chair) - Juanita Lui
- VP Education - Nader Khattab
- Past President - Jill Grocholsky
- One Senior or Junior Rep from Western Canada (BC to Waterloo) - Ashley Ewaskuk
- One Senior or Junior Rep from Eastern Canada (Toronto to Newfoundland) - Travis Simms
- One local Rep. from a French-speaking school - Camille Reyes

Any other council members interested - Sarah Johnston, Leah Stickel, Cassandra McEwan

4. CAPSI Philanthropy

J. Wandzura

To update council on progress made in regards to CAPSI's philanthropic contributions, including the continuance of Operation Wash-up and Operation Allergy, as well as new potential affiliations and community outreach programs.

- A. Le said that last year at UBC they raised money for little travelers, donated to IPSF; the year before they donated to a faculty initiative, also to do with Africa; operation washup and allergy were well received
- J. Parenteau said that at U of A operations washup and allergy are incorporated into first year curriculum for extra credit in communications course, which increases uptake (almost 80% of the class does it, about 40 schools), works with VP Education on student society and faculty to arrange that. They held a Mr Pharmacy event, which raised \$12,000 for Prostate Cancer Canada. He suggested it could become a national initiative. At U of A they do theirs as a male beauty pageant - nominations of 2 people from each class, nominees are given the option to participate, there are 5 rounds of competitions (pill counting, talent, swimsuit, professional dress, pharmacy related question). This year at U of A it was expanded at a theatre with ~300 tickets sold for \$20 each. They have 3 judges on each side of stage (1 from each year, 2 faculty), and interludes where they talked to the judges while the guys prepared for each round. They used videos about each contestant, also did a silent auction, no dinner (not many other costs other than the venue rental)
- S. Miller said that Mr Pharmacy is on a much smaller scale at U of S, and they are hoping to change the format this year. It's hard to get volunteers doing it as guys dressed as girls; they ended up getting 5 guys last year, are hoping to change it to U of A format this year. They raised over \$1000 for children's hospital of Saskatchewan, took all proceeds, covered their costs, then donated the rest. They also sold I heart My Pharmacist buttons, with money donated to Red Cross. This was done at the beginning of school and went well because people were excited to be back. They were sold for a minimum donation of \$1 but people donated more. For IPSF week, funds raised were donated to village week (company providing safe medical care in 3rd world countries). Operation washup at U of S is combined with medicines and you, and is done by student council. They are hoping to get it back as a CAPSI initiative. A lot of presentations were done this year, they've ordered extra kits and have list of schools ready to do it
- J. Baker said that their one presentation went over well, but at U of T they have trouble finding schools. CAPSI met with service learning coordinator to get it in as an option for service learning but the issue was that they had to find schools in vulnerable sectors of the city and couldn't get it organized in time.
- J. Parenteau suggested talking to the school board to send out email to all teachers, rather than you having to approach each school individually
- S. Miller said she sent out letters to all the principles, who distributed it to teachers, will distribute letter to anyone interested
- J. Wandzura ended the discussion, we will assemble the philanthropic information by email in order to assemble a final total amount of funds raised by all the local councils
- S. Miller requested to just have the operation workbooks and info sheets sent to the schools to save resources because a lot of the kits are re-useable each time the program is delivered

5. Health Campaign Award Winner

C. McEwan/ L. Clayton

The 2011-2012 Health Campaign focused on the theme of "Anti-Counterfeit Drugs". This year, four applications for the Health Campaign award were received. Applications will be reviewed by the following individuals: a pharmacist, a representative of the sponsorship company (i.e.

Wal-Mart), CAPSI President, CAPSI SEO and CAPSI IPSF-Liaison. Based on these individuals' votes, the award winning Health Campaign will be selected and presented to the CAPSI National Council for final approval.

- The winner of the 2011-2012 Health Campaign Award was UBC

6. SEP Immigration Issues

L. Clayton

This item is to discuss the current issues regarding Immigration for students who are participating in the exchange program.

- L. Clayton explained that an incoming student was asked for medical exam at immigration, which had never been requested before. The student didn't know how to contact her about it even though the phone number was on the invitation letter given to immigration, also was given a one page sheet with emergency numbers but it wasn't printed out by the student.

- C. McEwan made a pre-departure checklist attached to email sent to incoming students so that they have more information and hopefully it won't happen again. They got information about how to get the medical exam from immigration, which is also emailed in the pre-departure checklist. This can be filled out by community pharmacist at the host site, which will then be sent to the student.

- It was said that there is also a new letter for local IPSF reps to prove to immigration that incoming students are associated with a university (cannot be filled out by the SEO except for those students at their home school). A working visa is not required for IPSF exchanges.

7. National Mock OSCE Question Bank

N. Khattab

This is an opportunity to update the Council on the use of the National Mock OSCE Question Bank, and to discuss the future need of the ad hoc Mock OSCE Question Bank Committee.

- N. Khattab said the ad hoc committee wasn't used last year. There has been a template developed for anyone who does have OSCE cases, available in the CAPSI Dropbox in the Mock OSCE folder. Council members can follow and fill it out so that all the cases are standardized rather than using a committee to make the cases consistent. Ideally more content will be added this year.

- J. Grocholsky recalled that the comment was made in the strategic planning session that some cases are being re-used. She suggested we may need a new set and could use the committee to do that this year

- It was said that all of the schools use the cases in the bank except U of S, U de M, Laval, Dal

Motion: BIRT CAPSI Form an ad-hoc mock OSCE question and review committee for the 2012-2013 year

N. Khattab/J. Parenteau

Carried

- The committees will be composed of the following members:

Ad-hoc Mock OSCE Committee: Responsible for gathering and developing new mock OSCE questions for the bank, developing an assessment template, and having cases reviewed by PEBC as necessary

- VP Education (Chair) - Nader Khattab
- One Senior or Junior Rep from each school that currently runs mock OSCEs - Stephen Huynh, Leah Stickel, Jaclyn Deonarine, Amber-Lee Carriere, Jamie Rafuse, Travis Simms

Any other council members interested - Leila Clayton

- L. Clayton volunteered to donate cases that were written by the students at the U of S. They are not all consistent and would need to be reviewed but may be helpful.

8. EBM Competition Update

N. Khattab

This item is to discuss the progress of the Evidence-based Medicine Competition that is currently in development. This is also an opportunity to discuss the continuation of the ad hoc EBM Competition Committee if necessary.

- N Khattab said that the EBM competition is ready to go in terms of format. They are just trying to decide how it is assessed, which will have to be discussed further with competition review committee. It may not be ready in time for this year, particularly with the changes proposed yesterday to the other competitions currently in existence.

- It was said that the locals are interested in trialing it this year.

- J. Grocholsky asked about amalgamating SLC and EBM and trialing that

- S. Miller asked for clarification on how the competition is set up, who would be able to do it

- N. Khattab said that first years couldn't do it, unless they have an EBM background. It will be done in a group of 4. They will interview the patient (10 minutes), look for literature (45 minutes - specific paper expected to be used), have a second interview (5 minutes) and then use and appraise the article and apply it to the patient scenario. They must also explain their recommendations to the patient. It will be marked based on search strategy, paper used, resolution of DTPs, etc. Second years may even have a hard time with it. It takes around 2 hours in all to finish, but you're only using the patient for 15 minutes.

- M. Riordon has a marking scheme for a similarly structured part of the Dal curriculum she will share with N. Khattab

- N. Khattab asked for any schools with resources to send them to him

- J. Grocholsky said she is not sure if the locals/competition review committee will have time to trial EBM, and also reviewing the existing competitions. She suggested trialing it after PDW when the other competitions are done. CAPSI should try to fix what's not working well before starting something new.

- S. Miller said they have enough competitions right now, and it's hard enough as it is to get them done in time to register for PDW. She added that it would be nice to distribute the member benefits in the second semester, which may also make more students able to participate

- J. Parenteau wants to address the SLC and suggested incorporating EBM into SLC, maybe getting rid of the interview. The new competition would be more of a critical appraisal of a given article and application to a paper case
- N. Khattab expressed concern that getting rid of SLC is further excluding junior students, which was a concern in the strategic planning seminar. He suggested that he could work on a scheme throughout the year and do an informal trial later in the year
- J. Grocholsky suggested that the competition review committee discuss this further and that the council re-evaluate the EBM competition at PDW

9. PDW Educational Protocol Feedback

J. Wandzura

This discussion is to gather feedback from local representatives regarding the PDW Educational Protocol implemented in Halifax and to determine whether it should be continued and/or amended for subsequent PDW conferences.

Motion: BIRT CAPSI National increase the amount of speakers/events that students must attend from 3 to 6 at PDW 2013 in Montreal and at all future PDWs.

J. Parenteau/T. Simms

- Discussion on the motion:
- J. Parenteau said he has had students get a stamp and leave. He said that with so many events at PDW (at least 10 speakers), 3 seems minimal. There was concern at U of A that students should be attending more because students can go a whole day without going to events. With the concern about increased number of delegates in Montreal, and the professionalism of delegates, changing the policy would improve attendance.
- Y. Gaudreault said there's 12 speakers (approximately) at PDW Montreal, some are doubled up for bilingualism, so about 7-8 time slots. He suggested it would be a better idea to designate a percentage rather than an actual number
- J. Grocholsky said the cards would be changed every year based on that percentage by CAPSI National based on information from PDW Planning Committee
- J. Baker says U of T students need to go to more than just the minimum number of events for their subsidy program (2/3 of the CAPSI events rather than 1, 2/6 educational sessions, 1/2 keynote or motivational speakers, 2/6 other speakers - total of 5 talks). She doesn't think that 6 is extreme or difficult to complete, and students will still have a lot of free time. She expressed concern with the stamp cards (forgeries, stamping and leaving), suggested the use of a scanning barcode system—it would make it easier to track and implement a penalty. In the past, it has been difficult to collect the stamp cards, if barcode was on the nametags it may make it easier/have less lost cards
- J. Parenteau clarified that it would be 6 in addition to CAPSI events
- J. Grocholsky clarified that the current educational policy is 2/3 CAPSI Events (AGM, elections, awards) and any 3 additional conference activities. She suggested that we just make AGM and elections both mandatory and remove the awards banquet.
- J. Sharpe agreed that we should increase the number of events, but thinks that 6 may be too hefty. He proposed the policy be 5 speaking events and all CAPSI events. He suggested that this

would help improve understanding of elections process and what we do, which was an issue identified in the strategic planning seminar

- J. Shape suggested a friendly amendment:

Motion: BIRT CAPSI National increase the amount of speakers/events that students must attend from 3 to 6 at PDW 2013 and both the CAPSI AGM and Elections in Montreal and at all future PDWs.

J. Parenteau/T. Simms

- J. Grocholsky suggested this be deferred to the CRC for review, since there may be other changes regarding professional conduct that we'd like to add to the educational policy and it might be easier to do it all now and have them report back at the spring TC
- J. Sharpe suggested that a percentage isn't necessary because the number of events doesn't really change from year to year
- A. Lamb noted that the faculty wants proof that it's educational to validate missed classes.
- A. Ewasiuk suggested that making elections mandatory may increase interest in involvement with National Council
- V. Rosu would like there to be more policy for volunteers in addition to the students (e.g. more protection of the stamps to avoid theft/forgery)
- M. Riordon said there were 10 speakers at PDW Halifax (8 plus keynote and motivational)
- J. Baker would like the penalty for nonadherence to the policy to be reviewed, current policy of exclusion from further PDWs isn't taken seriously. She suggested collecting a monetary deposit to be returned, and that a list of non-adherents be forwarded to the faculty. She said that there needs to be a more serious consequence, because the current policy isn't enough of a deterrent, and it is hard to implement the policy if the penalty isn't serious enough.
- N. Khattab asked about CE accreditation of educational events, since UBC students need to accrue CE credits. He suggested sending a letter to the faculty that there was bad conduct by the school and let the faculty decide what the reprimand is.
- A. Lamb said she once revoked CAPSI membership from a student as a result of nonadherence
- S. Johnston suggested that students have to write a letter of intent or type of contract, which is what they do at Waterloo prior to the conference
- A. Lamb agreed to firming up the consequence. She suggested that faculty letter is a good idea, also offering an incentive for schools with perfect attendance since peer encouragement may help with compliance.
- A. Le said she thinks a professionalism policy in addition to the educational policy is warranted that includes the policy for nonadherence so they know ahead of time
- J. Deonarine expressed concern about the overall image of the conference, sounding like a party. It is important that the educational aspect is promoted.
- A. Le asked about the possibility of switching the AGM and Elections so that people have the opportunity to learn more about what national does before elections
- J. Wandzura will bring this to the PDW Planning Committee
- J. Grochosky suggested scanning/stamping on the way in and out of events to make sure people don't come in late or leave early

- J. Baker suggested that barcoding software will track in/out times. She said that Walmart uses barcoding at their conferences, and recommends approaching them.

Motion: BIRT CAPSI National withdraw the motion to the spring TC after the issue is reviewed by the CRC

J. Parenteau/T. Simms

Carried

10. CAPSI Elections Protocol

J. Wandzura/J. Seguin

This item serves as an opportunity for Council to provide feedback regarding the implementation of electronic elections packages at PDW 2012 in Halifax. This will also be an opportunity to discuss the overall elections procedures of CAPSI National Executive Council Members at subsequent PDWs.

- A. Ewasiuk expressed concern about table space because it was at meal time. Local reps found it difficult to get everyone around the laptop, and there also was not enough plugs.
- J. Grocholsky brought up feedback from the member survey that some students were concerned that the on-the-spot questions were difficult/bullying
- A. Le noted that the candidates are aware that they will be asked questions ahead of time
- J. Baker suggested that 3 questions is appropriate. One wouldn't be enough, since there are multiple aspects that the candidate will need to respond to in order to give a full picture of their appropriateness for the position.
- A. Lamb asked that local reps explain to students that they take it in the context of the position (e.g. VP Communications and President will need to be good speakers, maybe some other positions it's not as necessary of a skill)
- S. Miller said her students felt that they didn't get a vote because they were very split, and they went with the majority even though it wasn't clear. Students wanted every person to have a vote rather than the local reps voting on their behalf. There was concern that they weren't represented accordingly.
- A. Lamb asked that it be explained to students that if you have a very strong opinion, it will be brought to the table and considered in the discussions. She stressed the need to appreciate the opinions of people who have worked internally
- J. Grocholsky commented on the importance of the progression from Junior to Senior representative, that it's a detriment to the local council if a Junior rep applies for a national position and there's no continuity for the new senior. This would only exclude these people from running for President in some cases.
- J. Parenteau said he understands the situation, since it happened at U of A. He said it's unfair to exclude people, and it needs to be considered that people may withdraw from their position for a lot of other reasons besides elections, and great candidates may be lost by exclusion.
- Y. Gaudreault agreed that maybe we would miss the opportunity to have the best candidate if we exclude the Junior Reps

- S. Miller said that you get the understanding of positions on council in your Junior year, and may identify yourself as a candidate for some positions based on the appreciation of the positions that you've gained from your experience on council. It would be hard to exclude these people, but at the same time it's important to have an experienced senior, but it's not that they wouldn't be around anymore (would still be available for feedback, being on national council).
- L. Stickel said she feels like it already is the expectation that it's 2 years, that councils would suffer if there was no continuity
- A. Lamb said she thinks that all national does is facilitate local representatives, that the reps are the front line, the people that the membership sees. This would only exclude them from the presidency, not all executive positions. She suggested that the only way it would be appropriate is if the Junior decides at CPhA conference and withdraws and finds another Junior prior to PDW so they can run. She thinks it gives the organization a bad face to not have that continuity.
- J. Grochosky expressed concern that if the Junior Rep does not secure the position and resigns, then their experience is lost.
- J. Baker stressed the importance of being clear with the new Junior Rep that they can run for other positions on National council if that's what they're interested in, prior to them getting the position of Junior (since in most cases the Junior is somewhat recruited).
- J. Grocholsky stressed the importance of education at the schools about what National does so that they understand what it means to be a local rep and what it means to be on national. This way students can better see where they fit in (in terms of working directly with students or on a more administrative level)
- J. Baker brought up the point again that the Junior could decide at CPhA, needs to be at least a bit of a training period for the new person who will be the Senior the next year. She suggested enforcing a timeline for withdrawing from your current position if you're interested in pursuing national opportunities, though it may make it difficult on the local level to run a bi-election at that time

Motion: BIRT CAPSI National does not permit local Junior Representatives to run for national council positions until their Senior Term

A. Lamb/T. Simms

- J Johnston suggested a friendly amendment

Motion: BIRT the Junior Representative must complete their 2 year term before running for a position on national executive (A Lamb)

A. Lamb/T. Simms

- E. Boyd said that at their local level the Junior position has to be re-elected before becoming Senior
- M. Riordon suggested that the locals change their local policies accordingly
- J. Baker said it may be a problem for schools with a vote of confidence, where the student society does the vote, they may not have as good of a perception of how the individual is performing on council

- J. Parenteau said that the reason for a Junior rep not being permitted to continue could be one of many, personal conflict or they are not qualified

- J. Grocholsky suggested that it be changed to a recommendation rather than a strict ineligibility criteria in the interest of fairness

- J. Grocholsky suggested a friendly amendment

Motion: BIRT that CAPSI National amend the elections package to suggest that the Junior Representative finish their 2 year term on national council prior to applying to an executive position.

A. Lamb/T. Simms

- J. Parenteau suggested that this is setting up a precedent and that the council will be biased against candidates applying from a junior positions

Motion: BIRT CAPSI call the question

N. Khattab/J. Lui

Carried

Motion: BIRT that CAPSI National amend the elections package to suggest that the Junior Representative finish their 2 year term on national council prior to applying to an executive position.

A. Lamb/T. Simms

Carried

Motion: BIRT CAPSI break for 10 minutes

J. Seguin/N. Kattab

Carried

Motion: BIRT CAPSI amend the elections protocol to return to the previous paper elections procedures, commencing at PDW 2013

J. Seguin/J. Sharpe

- S Miller found the electronic procedure difficult, no one read through the actual materials, and in the past having one paper copy was plenty.

- M. Riordon said that the deadlines more difficult than the printing, it's when people decide at PDW that they want to run that you have to print their package and copy it. She doesn't think that returning to paper will be an issue.

Motion: BIRT CAPSI call the question

J. Baker/J. Lui

Carried

Motion: BIRT CAPSI amend the elections protocol to return to the previous paper elections procedures, commencing at PDW 2013

J. Seguin/J. Sharpe

Carried

11. iClicker use in Pharmafacts Bowl

J. Wandzura/J. Grocholsky

This item serves as an opportunity for Council to provide feedback regarding the use of iClickers during the PDW Pharmafacts Bowl and to discuss their future use at subsequent PDWs.

- J. Sharpe said it was easy to copy other teams' answers in his experience in Pharmafacts
- A. Lamb asked if we could show the results to keep the excitement in the competition
- M. Riordon said she thinks the software messed up in Halifax and it was their intent to display the results but the bilingualism was an issue with the projector
- J. Grocholsky said there was also an issue with the recording of the order in which teams answered the questions
- V. Rosu said that his school found it boring last year not being able to be involved. They had a lot of students leave after they were eliminated
- J. Grocholsky said she thinks it has become this tightly monitored because concerns about cheating have been brought to council the past few years.
- V. Rosu suggested putting up dividers between the groups so that they can't see each other, or staggering them
- J. Baker suggested that building animosity between schools is part of the competition, cheating isn't as much of an issue, more about promoting school spirit and excitement about being at PDW. Cheering is an important part of the competition, and students need to be able to see how the teams have answered to have this element, most people don't care who wins anyway
- N. Khattab said that cheating matters from an education/competition standpoint
- J. Grocholsky said that people still complained about cheating last year even with the clickers
- N. Khattab suggested other online polling methods
- J. Grocholsky suggested a PDW Committee person standing between the groups
- J. Sharpe said it wouldn't stop people from peeking at other people's answers
- M. Riordon suggested they have to pass in their number and then its revealed to the audience
- A. Le suggested that a volunteer raises the answers for the teams
- It was said that the general consensus is to we move back to the paper version of the game, and figure out logistics later

Motion: BIRT CAPSI amend the pharmafacts procedure to the previous structure of using paper answers, with logistics to be left to the discretion of the PDWPC

J Seguin/ S Miller

Carried

Abstentions: T Simms

12. Local Competition Deadlines

Y. Gosselin-Gaudreault

This item is to discuss the current local competition deadlines and whether moving up this deadline would be feasible for each School.

- The PDW Planning Committee requested to have all competition winners by November 1st because of the issues they had in Halifax with registering competition winners and not getting the names in time

Motion: BIRT PDWPC have all names of academic competition winners by November 1st and the Guy Genest winners by December 1st of the prior year starting for PDW 2013 in Montreal.
Y. Gaudreault/C. McEwan

- S. Miller said that Guy Genest is determined by a faculty awards meeting, not by local council at U of S, and they decide it on their own timeline, which is usually around the end of November since that's the only time they meet in the year. It's not possible to get them to review it sooner.

- It was said that the locals were split half and half between schools that have an awards committee select Guy Genest and schools that select the winner by their own means

- A. Ewasiuk said that the hold up was getting the information and supplies necessary to run the competitions in a timely manner, that's what slows schools down

- N. Khattab said he was not sure if the problem was the VP Ed or the sponsor. He could request to have it sent earlier (i.e. beginning of September), then it would be up to the local when they run the competitions. Medisca creates the cases for the compounding competition, so we will have to find out if they can bump up the deadline.

- It was said that the consensus is that moving up competitions will not be a problem so long as we work on resources

- Y. Gaudreault said that they could do November 1 for competitions, December 1 for Guy Genest winner

- A. Lamb said that it is important that the committee does it at U of S because it allows the reps to run. They could try to create an ad hoc committee without students on it

Motion: BIRT CAPSI call the question

J. Seguin/J. Lui

Carried

Motion: BIRT PDWPC have all names of academic competition winners by November 1st and the Guy Genest winners by December 1st of the prior year starting for PDW 2013 in Montreal.
Y. Gaudreault/C. McEwan

Carried

13. PDW 2013 Speaker

Y. Gosselin-Gaudreault

This item is to discuss the topic and deadline for the keynote speaker at PDW 2013 to be held in Montreal, Quebec.

- The PDW Planning Committee would like to know what a good timeline would be to get the speakers' slides in order to avoid the logistical issues encountered with late submissions in Halifax, would like more details about how we decide the speakers' topics
- M. Riordon said the issue isn't just with CPhA Speakers, it was with all speakers
- Y. Gaudreault said there was a misunderstanding that they had to have a speaker from CPhA. He will communicate this to the PDW Planning Committee

14. CAPSI Registration Fees at Laval

V. Rosu

The request to include CAPSI registration fee with tuition fees at Laval Universite has been recently defeated. This item is to discuss an alternative solution for CAPSI registration fees at Laval.

- V. Rosu said he wanted to make CAPSI fees mandatory at Laval in order to get more membership and increase number of spots allotted to them at PDW Quebec City in 2015. The proposal was turned down because they cannot apply a partial fee (fee that applies to some, and not to others, since some current students are already members). He suggested a reimbursement policy (which wasn't allowed), and a pay-per-year system until current years graduate.
- J. Seguin said that each year local reps pay per student, not all money is given up front to national, just \$12 per person that's a member per year
- J. Parenteau says they use all the money from first years to pay everyone's membership fees for U of A
- A. Lamb said that paying on a yearly basis is an option for Laval, since some schools pay that way
- J. Baker said that CAPSI has always been part of the UPS fee at U of T, which is paid to faculty, paid back to UPS, and then UPS gives money to CAPSI through their budget (\$12/student/year for national, \$4/student/year to local)
- V. Rosu said they do already pay \$15 towards the student society each year. His suggestion was to add the \$25 to the fee and they said no because they're already members.
- A. Lamb said it will be logistically sound to do it as proposed
- J. Wandzura suggested that V. Rosu discuss this separately with C. Barr

15. Pharmacy Coast-to-Coast "ScOPe" Revisions

J. Grocholsky

This item is to provide a brief update of the Pharmacy Coast-to-Coast Initiative and to discuss the best way to maintain current information on the website.

- J. Grochosky explained that we started this initiative last year with the idea that we should be communicating this with our membership because we're national. The information is currently coming from CPhA, but there was a problem with printing in the agenda and Manitoba regulatory authority misinterpreted it. She suggested that we make the direct connection with the Provincial Regulatory Authorities (PRAs) to get the information ourselves, just a matter of how often should we be reaching out or if we should be leaving it up for them to report changes to us
- C. Barr mentioned that the chart on the Blueprint website is updated regularly (last update was in December)
- J. Grochosky said that is the information we are using, but suggested getting it ourselves to avoid future issues. It would be good to build contacts with the PRAs anyway to build our legitimacy as an advocacy body.
- J. Sharpe agreed that it should be reviewed once per term, and that it should be a local initiative, since they have most exposure to PRAs. Could delegate provinces without schools to Dal, concern about the territories since they have no PRA.
- J. Rafuse said that since CPhA already had their co-op students doing it, it may be bombarding PRAs. She suggested it just be streamlined and we should use the information that CPhA is providing
- J. Grocholsky said she was thinking more about building contacts
- It was suggested that if that's the case, it should be under one person's portfolio and it should be with the PRAs not the advocacy bodies, since we're already in contact with them

Motion: BIRT that the maintenance of the SCOPE/pharmacy coast to coast intuitive be added to the portfolio of VP Professional Affairs to be updated based on communication with the PRAs at a minimum of every 4 months

J. Grocholsky/J. Lui
Carried

16. NaHSSA Conference Participation

J. Grocholsky/J. Lui

This item is to discuss the future participation of the Vice-President Professional Affairs at the National Health Science Students' Association (NaHSSA) Conference.

- J. Grochosky explained that typically the VP Professional Affairs attends NaHSSA for a meeting with the other health science associations. This year Gurinder couldn't go, and he asked Jill to go. The meeting wasn't organized or arranged ahead of time. She doesn't think it's worth the money to send someone to a meeting that may not occur
- J. Lui suggested that the VP Professional Affairs no longer attend. She suggested sending a proxy or teleconferencing into the meetings

Motion: BIRT that CAPSI National remove attendance of the NaHSSA conference from the portfolio of the VP Professional Affairs.

J. Grocholsky/J. Baker
Carried

17. CAPSI Student Agenda

J.Baker/ A. Lamb

To provide an update on Advertising and costs and the agenda that is coming out for the 2011-2012 academic year.

- A. Lamb said CAPSI is guaranteed \$9000 in revenue. If the amount earned is over \$18000, we get half of what is earned, according to the agreement with CU advertising
- It was said that it is worthwhile to keep working with CU advertising in this agreement

Motion: BIRT CAPSI Adjourns for the day

L. Stickel/J. Parenteau

Carried

18. Committee Meetings

- Constitutional Review Committee Meeting**
- Website Committee Meeting**
- Finance Committee Meeting**
- Competition Review Committee Meeting**

19. Senior and Junior Representatives Meeting

20. Welcome Reception

Saturday, June 2nd, 2012

1. Call to Order

J. Wandzura

J. Wandzura called the meeting to order at 1:10 pm

2. Attendance

J. Seguin

J. Wandzura	President
J. Grocholsky	Past – President
J. Johnston	President - Elect
J. Seguin	Executive Secretary
J. Lui	VP Professional Affairs
J. Baker	VP Communications
N. Khattab	VP Education
C. Barr	Finance Officer
C. McEwan	IPSF Liaison
L. Clayton	Student Exchange Officer

A. Le	UBC Senior Representative
S. Huynh	UBC Junior Representative
J. Parenteau	Alberta Senior Representative
L. Stickel	Alberta Junior Representative
S. Miller	Saskatchewan Senior Representative
C. Sinclair	Saskatchewan Junior Representative
A. Ewasiuk	Manitoba Senior Representative
J. Deonarine	Manitoba Junior Representative
J. Rafuse	Waterloo Senior Representative
S. Johnson	Waterloo Junior Representative
A. Prata	Toronto Junior Representative
Y. Gosselin Gaudreault	Montreal Senior Representative
C. Rayes	Montreal Junior Representative
V. Alexandru Rosu	Laval Senior Representative
C. Montminy	Laval Junior Representative
J. Sharpe	Dalhousie Senior Representative
E. Boyd	Dalhousie Junior Representative
T. Simms	Memorial Senior Representative
J. Coleman	Memorial Junior Representative
M. Riordon	CSHP Student Delegate

Regrets:

M. Kani	CPhA Student Board Member
A. Carriere	Toronto Senior Representative

Invited guests:

J. Doiron	PDW 2013 co-chair
A. Hebert-Bernier	PDW 2013 co-chair
C. Tai	PDW 2014 co-chair

3. PDW 2012 (Halifax) Presentation

- M. Riordon presented a summary of the events that occurred at PDW 2012 in Halifax
- M. Riordon indicated that the bank account and finances are to be closed in the near future
- M. Riordon said that they did keep a list of room numbers that had received complaints or warnings and tried to self-police discipline issues; names were forwarded to the local reps
- M. Riordon presented the budget and financial summary of PDW 2012, specifics and final numbers will be submitted by the PDW 2012 Finance Chair
- J. Wandzura encouraged PDW 2013 PC to take advantage of HST rebates available by booking through the university, as was done by PDW 2012 to minimize costs
- Andrea asked about the amount to be passed on from the previous PDW
- The minutes from CPhA 2012 meetings were reviewed and the policy that was passed is as follows:

Motion: BIRT the surplus breakdown from PDW breakdown be modified such that 45% goes to the next PDW, 40% to the PDW 2 years hence, and 15% to CAPSI National with a maximum of 20 000 to be distributed to each PDW planning committee, with all remaining funds distributed to CAPSI National.

4. PDW 2013 (Montreal) Presentation

- J. Doiron and A. Hebert-Bernier presented the work that has been completed to date for PDW 2013 in Montreal, on behalf of the PDW 2013 Planning Committee
- J. Grochosky suggested that the AGM and Elections be switched in order to avoid the issue with elections running into speaker time and also giving students a chance to attend the AGM and learn more about CAPSI National prior to elections

S. Miller left the meeting at 1:43 pm

- J. Sharpe is concerned about having time to schedule discussions of candidates prior to the closing gala
- J. Doiron clarified that the gala starts at 6:00 pm and currently the AGM/Election slot is scheduled to finish at 1:30 pm
- J. Doiron suggested we move elections to first thing in the morning on Saturday rather than at lunch to give council more time for discussions of candidates
- J. Sharpe said that switching the AGM and Elections violates the rule that applications must be submitted to the executive secretary 24 hours prior to elections
- J. Wandzura is concerned about the amount of time required to put forward a thoughtful application package
- It was said that we should re-evaluate switching the timing of the AGM and Elections for PDW 2014, that it may not be appropriate or timely to make these decisions in time for PDW 2013
- It was decided that the AGM and Elections will not be switched in the schedule for PDW 2013

S. Miller returned to the meeting at 1:48 pm

- J. Doiron and A. Hebert-Bernier asked for feedback on payment methods; they are considering using a payment scheme for first round registration where students register online, but pay their registration fees to the local councils, who will forward a cheque to the PDW Planning Committee because of the expense of using PayPal
- Y. Gaudreault said they've done this method for COCEP and it seems more complicated than it actually is
- S. Miller said she would want an official list of delegates to know who they need to collect money from
- J. Doiron clarified that for second and third rounds it would be online registration and payment
- J. Baker said that they should have the locals collect registration fees from first round prior to second round to give time to cancel applications that have not been followed up with payment
- J. Johnston said he is concerned about people registering online and not paying

- J. Baker clarified that what she meant is that there needs to be enough time for locals to rearrange that among the schools
- Y. Gaudreault said he likes the draw method because it gives local reps control over their own registration and there is no concern with over booking. We just need to set deadlines locally for payments
- M. Riordon said that if the school does the draw and collects cheques first, then the students can be given the registration login after they have paid
- J. Doiron said the cost of using PayPal is \$10,000 (a percentage, plus an amount per registration)
- M. Riordon said the cost of using PayPal at PDW 2013 was \$2800
- J. Doiron said the concern is that their university is not already a member of paypal, making the expense greater
- The council discussed the matter amongst themselves

C. Barr left the meeting at 2:01 pm

C. Barr returned to the meeting at 2:05 pm

- A. Le is concerned that there will not be a wait list to refer back to in the event that extra slots become available to the school. She wanted to know how often the list could be sent to the locals.
- J. Doiron said she could send the delegate list weekly or bi weekly. She is unsure as of now if a wait list system is in place on their registration website. Their webmaster is consulting with a web specialist in June
- J. Baker suggested that each local take care of their own registration, maintain their own waiting list, then they don't need to be waiting to receive a list from the registration chair. They could just send a list of people who had registered and paid at the end of the first round.
- S. Miller said she has an issue with setting a deadline for registration because of 4th year students who may not have all the information about their placements in time. She wants to make sure a verification procedure is in place between the local's registration list and the online registration list.
- A. Ewaskiuk thinks it would be beneficial for U of Manitoba
- J. Rafuse thinks it would also be easier for Waterloo, just wants to have a clear list of deadlines

Motion: BIRT first-round registration for PDW 2013 occur at the local level, to be facilitated at the discretion of the local council in accordance with the deadlines set by the PDW Planning Committee, to be re-evaluated at the meetings at CPhA 2013.

(J. Seguin/Y. Gaudreault)

Carried

- V. Rosu is concerned about the first deadline being on October 5th, because of protests in QC the COCEP is suspended, and the spring academic session is likely to be extended into summer and it seems like fall school session will not begin until October 1st for the first years at Laval.

This would not affect the more senior students, but the first years will not have the opportunity to register.

- J. Doiron said that the dates were dictated by the PDW agreement
- M. Riordon said that the dates were only the way they were for Halifax because the website wasn't ready in time. She doesn't think it would be an issue because the first round slots are reserved for each school regardless until November 5th.
- A. Lamb thinks the best way to handle it is to look at the percentage spread from last year, and use that to predict the number of slots for first years and hold them for first years after you've gathered interest from the upper year students; could fill the spots later if they had some left over

J. Baker left the meeting at 2:22 pm

- J. Seguin clarified that the motion reads that it's up to the local's discretion how registration is carried out, so long as funds are collected and submitted by November 5th, or whatever the date is set by the PDWPC, so if Laval needs to shorten their registration period, that would be up to them
- J. Grocholsky said that we need more buffer time given that we're using a new registration method
- It was said that the local councils are impartial to having the date changed, if PDW Planning Committee wanted to change it
- A. Lamb said that it would be up to the discretion of the PDW Planning Committee to change it if they want it because the dates aren't set in the Letter of Agreement

J Baker returned to the meeting at 2:35 pm

- Y. Gaudreault asked what the penalty was for incomplete stamp cards
- A. Le said it hasn't happened, but their policy is that they can't receive CAPSI awards
- J. Parenteau said that it affects the student's eligibility to apply for reimbursement for the conference
- S. Miller said the stamp cards haven't been an issue, more so professionalism, previous penalty has been revocation of CAPSI membership
- A. Ewasiuk said they do fundraisers at Manitoba, if they haven't completed their card they don't receive their fundraising money
- A. Prata said that they do not receive their subsidy, are also not allowed to attend subsequent PDWs
- J. Rafuse said at UW they cannot attend PDW the following years
- V. Rosu said there is no policy in place at Laval, if there was a true issue "there will be consequences"
- J. Sharpe said the same as J. Rafuse, is considering having a deposit format for this year where they need to complete the cards to receive their deposit back
- A. Hebert-Bernier said they were considering getting a PDW stamp made to avoid forgeries, they are looking into having a scanning system donated from a sponsor

Motion: BIRT CAPSI break for 5 minutes

(J. Seguin/ J. Lui)
Carried

5. PDW 2014 (Vancouver) Presentation

- A. Le and C. Tai presented on behalf of the PDW 2014 Planning Committee
- A. Lamb said she thinks the sponsorship budget is too high at \$250,000; that Toronto was in \$160,000-200,000 range; would be better to cut expenses than to budget for so much sponsorship
- C. Tai said their budget was based on Toronto's costs, because the city is most similar in terms of expenses
- It was said that the food expenses seem very inflated, and it may be worthwhile to cut one of the continental breakfasts since they've been estimated to cost \$25 which is significantly more than previous conferences
- A. Le said the food costs are based on basic meal prices, and were non-negotiable
- J. Grocholsky said historically we have had discussions among the national council that we are becoming more and more extravagant with each passing PDW conference, and we need to make sure the budget doesn't become too inflated, as it will become difficult to secure sponsorship
- C. Tai said that the travel expenses for the PDW Planning Committee will be reimbursed at the end and are contingent on having the funds to afford to reimburse them

Motion: BIRT CAPSI Adjourn for the day

(J. Parenteau/N. Khattab)
Carried

Sunday, June 3rd, 2012

1. Call to Order

J. Wandzura

2. Attendance

J. Seguin

J. Wandzura	President
J. Grocholsky	Past – President
J. Johnston	President - Elect
J. Seguin	Executive Secretary
J. Lui	VP Professional Affairs
J. Baker	VP Communications
N. Khattab	VP Education
C. Barr	Finance Officer
C. McEwan	IPSF Liaison
L. Clayton	Student Exchange Officer

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C. Rayes	Montreal Junior Representative
V. Alexandru Rosu	Laval Senior Representative
C. Montminy	Laval Junior Representative
J. Sharpe	Dalhousie Senior Representative
E. Boyd	Dalhousie Junior Representative
T. Simms	Memorial Senior Representative
J. Coleman	Memorial Junior Representative
M. Riordon	CSHP Student Delegate

Regrets:

M. Kani	CPhA Student Board Member
A. Carriere	Toronto Senior Representative

3. Budget Discussion

C. Barr

Please refer to Annex.

- C. Barr said that projected membership revenue increased because of expected increase in membership at French schools to secure delegation at PDW 2013 in Montreal
- C. Barr added the one-time cost of a projector to the budget under the secretary's expenses, since we have to rent a projector at each conference anyway, will make more fiscal sense in the long term to just buy our own
- C. Barr said there is no sponsor for the Award of Professionalism yet; PIC and Award of Professionalism are still included as expenses despite not having sponsorship. They are still looking for sponsors, which may add additional revenue.
- J. Baker suggested closing the mailbox and just having mail sent to the U of T faculty for future years since the volume of mail received to the mailbox is not sufficient to warrant the expense
- It was agreed that for future years the mailbox will be closed, it will be kept for 2012 since it has already been paid for

Motion: BIRT that CAPSI National accepts the proposed budget for the 2012-2013 fiscal year.

(C. Barr/J. Lui)
Carried

Motion: BIRT Chelsea Barr, the Finance Officer for the 2012-2013 term, receives signing authority for all CAPSI National bank accounts, effectively removing Vincent Wong's signing authority from said accounts.

(C. Barr/J. Baker)

- J. Grocholsky clarified that we now have two signing officers because of troubles with signing authority, currently she also has signing authority and will retain it until the end of this year
Carried

4. Patient Interview Competition Operating Costs

J. Wandzura

Due to loss of sponsorship, CAPSI National reduced the operating costs of the Patient Interview Competition at CPhA 2011, to be re-evaluated at CPhA 2012.

- Deferred to the Summer TC pending discussions in the JOMs with potential sponsors

5. Compensation for Exchange Student Escorts

C. McEwan/ L. Clayton

In order to maximize inbound students' experience in Canadian pharmacy, we ask members of our student population to act as guides/chaperons. Part of their role is to introduce these exchange students to Canadian culture. This includes - but is not limited to - touring students around their new city, visiting museums, seeing a movie, etc. In order to lessen the financial burden and offset costs for the hosting students, we recommend introducing a monetary compensation scheme. Further details will be presented at the CAPSI executive meeting.

- It was said that typically students take incoming students around for activities
- L. Clayton suggested we have a pot of money that students can request funds from for these activities
- L. Clayton said that different volunteers spend different amounts, depends on the number of students and the city they're in; currently there are students going to U of T, U of S, UBC and U of A
- J. Parenteau said they set up a local pool of \$500 at the U of A
- It was said that U of S does not have a budget to help pay for volunteer activities
- J. Baker said they found that providing volunteers money helped recruit volunteers to provide this experience for the SEP students
- L. Clayton said that at U of S there is no money to help pay for these activities, right now their volunteers pay out of pocket
- J. Lui suggested that the local reps just approach the finance committee
- A. Lamb suggested that having them apply to the finance committee prior would eliminate the use of the funds for overly elaborate activities
- L. Clayton was concerned about turnaround if it requires approval, since students often decide on activities within a few days

- C. Barr said that the finance committee has set the goal that submissions will be addressed within one week
- J. Baker said they provide each student with a base amount, and then they use it as they want
- J. Parenteau said having the funds on the local level really helped facilitate activities
- J. Wandzura said that since each local coordinates it differently, it may not make sense to make a national policy. The schools that do not have funding for the incoming students' activities in their budget can submit requests for funding to the Finance Committee

6. World Congress Reimbursement Scheme

C. McEwan/ L. Clayton

This year, only one member of CAPSI National will be attending the World Congress (in Egypt). In recent years, CAPSI has sent both SEO and IPSF-Liasion covering 50% of total costs (previously costs were covered up to 100%). While additional funding is being investigated at the university level, the overall costs remain significantly high.

The following motion proposes reinstating the 100% coverage for World Congress and/or introducing another form of financial reimbursement in order to help off-set costs incurred to the Canadian CAPSI student.

- C. McEwan said that her registration and flight is approximately \$2373
- It was proposed that since L. Clayton is not attending, the costs she would typically have had in the budget
- J. Baker said it's important that we pay for travel insurance for the IPSF Liaison given the travel warnings for Egypt, which would cost an additional \$150

Motion: BIRT for the 2012 World Congress in Egypt that C. McEwan attend World Congress as the sole delegate in place of L. Clayton and be reimbursed for 100% of the registration and flight expenses incurred including insurance.

(C. McEwan/J. Johnston)

- C. Barr clarified that this does not affect the amount in the budget, since traditionally two delegates would attend, each be reimbursed at 50%
- Carried

7. Friends of CAPSI Program Update

J. Seguin/J. Grocholsky

This item is to review the progress of the Friends of CAPSI Program over the past year, and discuss the future of this initiative.

- J. Grocholsky said the original idea was to create a network of CAPSI alumni, to have potential sources of revenue, as they would each pay an annual fee of \$100 to register. Last year, several people signed up, but they did not receive any further communications (e.g. CAPSIL, update e-mails, etc).

- J. Grocholsky requested feedback from the council about whether or not this program is worthwhile continuing, or if we could consider other options.
- A. Lamb said she thinks a program to keep CAPSI council alumni informed in the association's activities is a good idea, but that it does not make sense to charge more than regular CAPSI membership for benefits that aren't substantial
- J. Grocholsky said that in the ask letter, the money is supposed to go directly to subsidizing travel for council members. Other Friends of CAPSI benefits include the CAPSIL which is online for free, and attendance at PDW if there are spots, but there often are not spots and pharmacists are not interested
- N. Khattab suggested changing it to an alumni communication type program where we ask for donations, and if we got some it would be beneficial, but if we don't, it's not a huge detriment
- J. Grocholsky suggested having a sub-group of the new MyCPhA networking site to keep in touch with alumni
- C. Barr said she has been in touch with CPhA staff members who have already said this is a possibility
- J. Grocholsky said she thinks that it isn't worth the time for the secretary, for something that few people have subscribed to and that provides few membership benefits
- N. Khattab thinks it's worth it to keep a mailing list to keep old council members up to date, to keep in touch rather than to be explicitly asking for money
- J. Baker said she thinks the program needs to be restructured, not dropped. She thinks it's less about donation than about staying in the loop with our activities.
- J. Seguin said she would be willing to evaluate the program's delivery

Motion: BIRT that Friends of CAPSI move forward with optional donations in place of an annual contribution.

(A. Lamb/A. Le)

- J. Grocholsky said that there is a diverse list of contacts that we reach out to with this program
- S. Huynh asked if it would still be annual membership, or a continuous mailing list
- J. Seguin said she thinks it would be a continuous mailing list they would have to unsubscribe to
- J. Rafuse said she doesn't think that we should be asking for them directly
- S. Miller said the problem with MyCPhA is that if they're not a CPhA member they won't have access
- J. Wandzura suggested that it would just be an additional perk that they would receive if they were a member of both associations, most alumni are dual members anyway
- J. Grocholsky said that a new letter would be sent out this year, not everyone would be contacted every year, just new people as we identified them
- J. Deonarine suggested that we recognize them in the CAPSIL
- J. Rafuse said she doesn't think the list of benefits is worth a donation, that they're more looking for networking and aren't interested in PDW or the CAPSIL
- V. Rosu suggested using the CAPSI site rather than the MyCPhA site
- J. Wandzura said we do not have the money or the personnel to do something of that magnitude on our site, and that MyCPhA is more of a secure, interactive environment

Carried

C. Sinclair left the meeting at 9:37

Motion: BIRT the Friends of CAPSI program be sent to the CRC for review, to be updated for the Summer TC

(J. Grocholsky/J. Sharpe)

Carried

8. CAPSI Mission and Value Statements

A. Lamb/J. Baker

To review the proposed CAPSI Mission, Vision and Values that will serve as guiding principles of the CAPSI National Council moving forward.

- A. Lamb mentioned that we have in the past looked at mission, vision and values to have a solid direction for the association

C. Barr left the meeting at 9:41

- A. Lamb explained the definition of mission, vision and values, that these have been reviewed by the previous council and it was decided that it should be reviewed by a second council prior to being voted on by the membership at the AGM at PDW 2013

C. Sinclair returned at 9:43

- A. Lamb read the proposed mission vision and values.

Chelsea returned at 9:44

- M. Riordon asked for clarification on the "Strength. Unification. Foundation" that is used on the agenda

- A. Lamb said she thinks it could be kept in addition to this new mission, vision and values. These would be used for letterhead, website, agenda etc. The values are supposed to direct the practice of the association, and guide the decisions we make as a council.

- The council reviewed the wording of the mission vision and values, which read as follows:

Mission:

- Our mission is to advocate for the interests of Canadian pharmacy students in the 10 pharmacy faculties in Canada. This organization strives to facilitate excellence of pharmacy students in academia and professionalism through provision of educational and practical experience outside of the pharmacy curricula.

Vision:

- a national community of pharmacy students and interns empowered to advocate for the advancement of the profession towards excellence in patient-centred care

Values:

- unity: create a national community of pharmacy students and interns
- professionalism: exemplify the highest standards of conduct as set by the regulated profession of pharmacy
- advocacy: provide a voice for pharmacy students and interns
- academics: facilitate learning opportunities for pharmacy students and interns
- excellence: inspire pharmacy students and interns to achieve greatness

Slogan:

- Canadian pharmacy students and interns unified for excellence in advocacy, academics, and the profession of pharmacy.

- A. Lamb suggested we review the mission vision and values with CPhA prior to presenting it to the membership at PDW

Motion: BIRT CAPSI National approves the CAPSI mission, vision and values and slogan as written to be approved by our membership during the CAPSI AGM at PDW 2013.

(A. Lamb/J. Lui)

Carried

9. 2012-2013 CAPSI Club Update

J.Baker/A. Lamb

To update the council regarding current CAPSI Club sponsorship level as well as the proposed Platinum sponsorship level, including potential sponsorship benefits, price and interested sponsors.

- A. Lamb said that a platinum sponsor was obtained (Teva). The \$1000 will be disseminated amongst the local councils, \$4000 to be given to CAPSI national.
- It was said that several sponsors are confirmed as Gold members
- It was said that Apotex confirmed at silver
- It was said that CU Ads confirmed as club members at \$500; Green Shield is also expected in this category.
- It was said that Cubic Health and Jones Packaging are interested in sponsorship
- A. Lamb said that \$14,000 is currently secured in sponsorship (was \$13,000 last year)
- A. Lamb said that additional donations include the Teva waterbottles, Walmart IPSF campaign award, Pfizer OTC competition, Apotex backpacks, CU Media advertising
- J. Sharpe asked if we could get the colour of the backpacks changed to red to align with our colours, A Lamb said she will ask Apotex.
- Y. Gaudreault was told by the Apotex QC rep that they would not be receiving any more backpacks. A. Lamb will confirm this too.
- J. Wandzura suggested that we seek out sponsorship for our TCs (about \$1500 per year)

- It was suggested that Loblaw, Target, PPC, Safeway, Costco, other generic companies (JAM), Lilly, Baxter, Cobalt, Mylan, Roche, Boeringer be approached as potential sponsors.

10. Adjournment of National Council

Motion: BIRT CAPSI National adjourns until the summer teleconference.

(J. Seguin/A. Lamb)

Carried

11. Committee Meetings

- a) Membership Committee
- b) Agenda Review Committee
- c) IPSF SEP Selection Committee

12. Joint Officer Meeting with Pfizer

Presidents, Executive Secretary, VP Communications

13. Joint Officer Meeting with CPJ

Presidents, Executive Secretary, VP Communications, CAPSIL Editor

14. Joint Officer Meeting with CPhA

Presidents, Executive Secretary, VP Communications

15. Joint Officer Meeting with CSHP

Presidents, Executive Secretary, VP Communications

16. Joint Officer Meeting with Scotiabank

Presidents, Executive Secretary, VP Communications, Finance Officer

Monday, June 4th, 2012

1. Joint Officer Meeting with Teva

Presidents, Executive Secretary, VP Communications