



CAPSI - I'ACEIP PDW 2008 MEETING

Foundation

Strength

Unification

PDW 2008– Edmonton, Alberta
CAPSI General Council Meetings
January 16th to 19th, 2008

Tuesday, January 15th, 2008 – Comfort Inn Edmonton Downtown

- Throughout Day Council Arrivals
- 6:00pm Meet in Lobby of the Comfort Inn Downtown Edmonton
- 6:30pm Dinner (Location: TBA)
- 9:00pm Night cap (Location: TBA)

Wednesday, January 16th, 2008 – Salon 19/20, Shaw Conference Centre

- 7:45 – 8:45 am Breakfast (at Comfort Inn), CRC & Finance Committee Meeting
- 8:50 am Depart for the Shaw Conference Centre, Hotel Check-in & Conference Registration (Strathcona Room, Lobby of Westin)
- 10:00 – 12:00 pm General Council Meetings
- 12:00 – 1:00 pm Lunch
- 1:00 – 2:30 pm General Council Meetings
- 2:30 – 2:40 pm Break
- 2:40 – 3:00 pm General Council Meetings
- 4:00 – 4:45 pm Meeting with VP Education & Local CAPSI Reps (Competition Review Feedback, Symposia, Operation Wash-Up)
- 4:45 – 6:00 pm Free Time
- 6:00pm – 7:00 pm Opening Cocktails and Ice Breaker Activities (Hall B/C, Shaw Conference Centre)
- 7:00pm – 2:00 am Apotex Opening Banquet and Dance (Hall B/C, Shaw Conference Centre)
(Dress Code: Semi formal Black and White attire)

* Note: Information/Coat Check will be located on the Assembly Level of the Shaw Conference Centre

Thursday, January 17th, 2008 – Salon 5/6, Shaw Conference Centre

- 7:30 – 9:30 am Breakfast (Hall D, Shaw Conference Centre)
- 8:15 – 9:00 am JOM with CPhA (Executive Only)
- 9:30 – 11:00 am Keynote Speaker: Ross Tsuyuki (Hall A, Shaw Conference Centre)
- 11:00 – 11:10 am Break
- 11:15 – 12:30 pm General Council Meetings
- 12:30 – 1:25 pm Lunch (Hall D, Shaw Conference Centre)
- 1:30 – 2:00 pm ratiopharm Presentation
- 2:00 – 2:30 pm Meeting with Wyeth (President/Past President/President-Elect/Executive Secretary/VP Communications)
- 2:30 – 3:00 pm Meeting with Apotex (President/Past President/President-Elect/Executive Secretary/VP Communications)

- 3:00 – 3:30 pm IPSF Local reps meeting (IPSF Liaison/IPSF local representatives)
JOM with CSHP (Executive Only)
- 3:35 – 4:15 pm GR Workshop Meeting with Debra Yearwood (Invited Schools,
President/Past President/President-Elect/VP Education/Executive
Secretary)
- 4:15 – 4:25 pm Break
- 4:30 – 6:30 pm Pharmafacts Bowl (Hall A, Shaw Conference Centre)
- 6:30 – 8:00 pm Free Time
- 8:00pm – 2:00 am Oil City Roadhouse Bar Night (Dress Code: Western Themed)

* Note: Buses begin departing for the Roadhouse Bar Night at 8pm.

Friday, January 18th, 2008 – Salon 5/6, Shaw Conference Centre

- 7:30 – 8:30 am Breakfast (Hall D, Shaw Conference Centre), Website & Membership
Committee Meeting (Salon 5/6 open at 7:45 am)
- 8:30 – 8:50 am Executive Arrivals
- 9:00 – 11:30 am CAPSI Elections (Salon 5/6, Shaw Conference Centre)
- 11:40 – 1:00 pm Health Fair (Hall B, Shaw Conference Centre) & Lunch (VP
Communications may join council at 2pm)
- 1:00 – 1:30 pm PDW 2008 Mid-Conference Update
- 1:30 – 2:00 pm PDW 2009 Update
- 2:00 – 2:35 pm Meeting with Ken Potvin, University of Waterloo (Membership
Committee/President/Past President/President-Elect)
- 2:35 – 2:45 pm Break
- 2:45 – 5:30 pm General Council Meetings (Overview & Discussion of Election
Candidates)
- +5:30 – 2:00 am Beach Night-- Water Park Night at West Edmonton Mall
(* busses will run continuously all night starting at 4:30 pm and the last bus leaving the mall at 11:30
midnight. The water park event will run from 7:30 - 10:30. This will allow delegates to shop, have
dinner, etc. Lockers and towels are available for rent in the water park, so bring change or credit
card**)

+ General Council will be dismissed for Water park event at 5:30pm pending the discussion of all election candidates has concluded.

Saturday, January 19th, 2008 – Salon 5/6, Shaw Conference Centre

- 7:30 – 9:00 am Breakfast (Hall D, Shaw Conference Centre)
- 8:00 – 8:45 am Meeting with Pharmasave (President/Past President/
President-Elect/VP Communications/PDW 2008 & 2009 Chairs)
- 8:50 – 9:10 am Meeting with Novopharm (President/Past President/
President-Elect/VP Communications)
- 9:15 – 10:30 am General Council Meetings
- 10:30 – 10:40 am All Election Candidates Meeting
- 10:30 – 10:45 am Break
- 10:45 – 12:15 pm Motivational Speaker: A “Body Break” with Hal Johnson & Joanne
McLeod (Hall A, Shaw Conference Centre)

- 12:15– 1:10 pm Lunch (Hall D, Shaw Conference Centre)
- 12:30 – 1:00 pm Meeting with Medisca (President, Past President, President-Elect, VP Communications, VP Education & Finance Officer)
- 1:15 – 2:15 pm General Council Meetings/Wrap Up/Free Time
- 2:30 – 3:45 pm CAPSI Annual General Meeting (Hall A, Shaw Conference Centre)
- 3:45 – 5:00 pm Free Time
- 5:00 – 6:00 pm Executive Cocktail (CAPSI National Council, PDW Committees & Invited Guests) (Salon 4, Shaw Conference Centre)
- 6:00 – 7:00 pm Awards Ceremony (Hall A, Shaw Conference Centre)
- 7:00pm – 2:00 am Novopharm Closing Banquet—Old Hollywood Theme: (Dress Code: formal/cocktail dresses, dress shirts/pants) (Hall B/C, Shaw Conference Centre)

Sunday, January 20th, 2008 – Westin Hotel

- Throughout Day Departures

PDW 2008 – Edmonton, Alberta
CAPSI General Council Meetings
January 16th to 19th, 2008

Wednesday, January 16th, 2008
10:00 am-4:45 pm

1. Call to Order
2. Attendance/Welcome/Introductions
3. Acceptance of October 18, 2007 Videoconference Minutes
4. Year End School Reports
 - 4.1 University of British Columbia
 - 4.2 University of Alberta
 - 4.3 University of Saskatchewan
 - 4.4 University of Manitoba
 - 4.5 University of Toronto
 - 4.6 Université de Montréal
 - 4.7 Université Laval
 - 4.8 Dalhousie University
 - 4.9 Memorial University
5. Executive Reports
 - 5.1 VP Education
 - 5.2 VP Communications
 - 5.3 VP Interprofessional Affairs
 - 5.4 CAPSIL Editor
 - 5.5 IPSF Liaison
 - 5.6 Student Exchange Officer
 - 5.7 Finance Officer
 - 5.8 Executive Secretary
 - 5.9 President-Elect
 - 5.10 Past President
 - 5.11 President
6. VP Bilingualism Position on CAPSI Executive Council
7. Approval of CRC's Suggested Changes
8. CSHP Student Delegate Update
9. CISN Update
10. HLM- Larry Pereira
11. Update on Advertising within the CAPSIL
12. Planning for the School of Pharmacy at the University of Waterloo
13. CAPSI Agenda Review Committee
14. Competition Review Committee
15. Associate Student/Pharmacist/Supporting membership fees
16. Pharmacy Practice Student Interview Guide and Local Sponsorship Policies

CAPSI General Council Meeting
Wednesday, 16 January 2008
Shaw Conference Centre
Edmonton, Alberta

O. Famuyide acted as chair and T. Nguyen acted as secretary for the meeting.

Item 1 Call to order

O.Famuyide

O. Famuyide called the meeting to order at 10:05 am.

Item 2 Attendance/Welcome

T. Nguyen

F. Huang	UBC Senior Representative
A. Chernenkoff	UBC Junior Representative
S. Dyjur	Alberta Senior Representative
E. Tu	Alberta Junior Representative
K. Gudmundson	Saskatchewan Senior Representative
J. Swidrovich	Saskatchewan Junior Representative
M. Green	Manitoba Senior Representative
C. Leong	Manitoba Junior Representative
M. Irvine	Toronto Senior Representative
R. Knott	Toronto Junior Representative
M. Najm	Montreal Senior Representative
P. Orfali	Montreal Junior Representative
P. Boivin	Laval Senior Representative
A. Giroux	Laval Junior Representative
M. Poole	Dalhousie Senior Representative
J. Rankin	Dalhousie Junior Representative
J. Goulding	Memorial Senior Representative
A. Ghumman	Memorial Junior Representative
O. Famuyide	President
J. Mailman	President Elect
M. Berg	Past President
J. Wiebe	VP Communications
L. Dagg	Finance Officer
J. Reid	VP Interprofessional Affairs
T. Nguyen	Executive Secretary
R. DeFazio	CAPSIL Editor
S. Leung	IPSF Liaison
C. Cho-Kee	Student Exchange Officer
A. Narducci	CSHP Representative
Regrets	
L. Lord	VP Education

Item 3 Acceptance of October 18, 2007 Videoconference Minutes

BIRT the October 18, 2007 Videoconference Minutes are approved.

K. Gudmundson/ J. Goulding

Motion Carried.

Item 4 Year End School Reports

University of British Columbia

F. Huang/A. Chernenkoff

- ipharmacist demo session by Apotex – students felt that it was informative but would have liked to know more on how to apply the ipharmacist during school.
- Competitions went really well – some difficulties with compounding.
- Fundraising – bake sale, CAPSI candygrams, and CAPSI Bingo and Jeopardy.
- Had another symposium and another clubbing event for fundraising.
- Subsidy – unable to give additional subsidy with 100 delegates, but are still giving them 3 options to attend.

University of Alberta

S. Dyjur/E. Tu

- E. Tu organizes the seminars – diabetes, blueprint for pharmacy, pharmafacts (mini-prep for PDW). Leadership Novopharm dinner will be held in February.
- Subsidiary – don't fundraise for PDW, so the students' names will go into a draw for an ipod with the money left over from CAPSI Awareness Week.
- Valentine's Day – Date auction
- CAPSI Agendas – some complaints, but will discuss later with Jen.

University of Saskatchewan

K. Gudmundson/J. Swidrovich

- Compounding competition – U of S has only 6 stations so had to do 2 rounds.
- Two professors have offered to work with students on competitions to ensure that the content of the compounding competitions are within the scope of what the students are being taught in the schools.
- First ever symposium and survey online and it went really well.
- Jaris got educational subsidies organized really well by making ballots for the students.
- Specialist came in locally to give a talk with Wyeth for a session. Within local scope – in lieu of financial speaker who comes in every other year, so that there would be something offered every year.
- Fundraising for local CAPSI - Bachelor/Bachelorette auction, etc.
- Started Finance Officer position with the CAPSI local council which was a really good idea.

University of Manitoba

M. Green/C. Leong

- Have done a lot of fundraising for PDW with \$250 per student.
- Held socials for fundraising which raised quite a lot in December and last Friday in January. Cover of \$7 and students can come for drinks and dancing.
- Other events organized - Handwashing Campaign, 30 hour famine, organizing PAW.
- The money from the 30 hours famine goes to charity, it was a fun event to raise money.
- The socials are held in the university bar or at another local bar. It is cheaper than renting out a bar, make sales by selling tickets. This is a big thing in Manitoba.
- Is any money coming from alcohol sales? No, just ticket sales, 50/50 and silent auctions.
- CAPSI's stance is that revenue from events does not come from alcohol.

University of Toronto

M. Irvine/R. Knott

- Fundraising - Cupcake delivered to students for birthdays for \$1.
- Charity week - Made \$3000 from professor auction.
- Education subsidy – 4 of 18 sessions including 1 of 3 mandatory CAPSI events.
- Symposia: good turnout for a talk with U of T professor. Ballot at end of symposium with paper and a reception was held afterwards.

Université de Montréal

M. Najm/P. Orfali

- More students attended the competitions than last year. There was more competition between students for the fewer spots available at U of Montreal.
- Guy-Genest award– Much better competition between students.
- Education subsidy – Since U of Montreal has fewer students, students were asked to attend 2-3 events and P. Orfali and M. Najm will take attendance.
- Finding it difficult to implement CAPSI into PharmD program. The PharmD students were only at the school once a week, so it's hard to get in touch with students.
- Will speak with the dean and faculty members and maybe look at making CAPSI membership mandatory and students can choose not to pay for it if they don't want to join.
- O. Famuyide mentions that this will be a trend with PharmD program. CAPSI will need to address in the future with Membership committee. Mandatory membership is a good idea, but also need to advertise CAPSI.

Université Laval

P. Boivin/A. Giroux

- 60 students from Quebec attending PDW 2008.
- Patient Interview Competition – only 3 students participated this year.
- A. Giroux organized the conference with CSHP which was really successful. Mostly for first years and got 60 students to attend to hear four people talk about jobs with good feedback.
- The English software was removed from the ipharmacist for the French students and only the Vigilance program was added. The students had called the company and managed to get this fixed. The Vigilance program was then added to the English program.

Dalhousie University

M. Poole/J. Rankin

- Competitions were well received – there were at least six students for each competition and three teams for compounding.
- Five students participated in the literary challenge.
- Students at Dalhousie don't really do fundraising for PDW with CAPSI

Memorial University of Newfoundland

J. Goulding/A. Ghumman

- Competitions went well and had more attend this year than last year.
- Didn't do fundraising for PDW since this was a poor year to start fundraising this year because next year PDW is in St. John's.
- Symposia will be held in winter semester as well as mock OSCEs and the government workshop.
- O. Famuyide says that the education subsidy is meant to encourage students to attend national events. Tying this to funds is more logical, but need to take a look at how to engage other school that don't tie funds to attendance at conference.
- Quick survey to see which schools are able to fundraise with education subsidy:
 - U of T
 - U of Montreal
 - UBC
 - U of Saskatchewan
 - U of Alberta
 - U of Manitoba.

Item 5

Executive Reports

VP Education

L. Lord

- is not present

VP Communications

J. Wiebe

Agenda

- CAPSI Agenda – went with same advertising company as last year and had a net revenue of \$3000.
- Last year, 2400 agendas were printed and wasn't enough to supply all schools. Also, next year there will also be school of Waterloo. Different binding options. Will have agenda review committee
- Ad submission deadline was in April and this didn't give a lot of time for printing delays. Hopefully, this year the CAPSIL would be printed in mid June.
- Do not call list was made which includes 28 companies that only CAPSI can contact for advertising.

Corporate Sponsors

- CAPSI Club –Jolanta increased up to 7 last year. Hoping to get up to 10 this year.
- PR package will be going out to companies to about the benefits of CAPSI Club and advertisement in the agenda and make it clear that it is a 2 for 1 package.
- 2 issues of CAPSIL – Gold : Increase benefits – ½ page space and ¼ space in CAPSIL.
- Honorary Life Members were sent Christmas cards.
- Astrazeneca were supposed to meet at CPhA, but didn't show up. Continue support of VTC, but not the patient interview competition. Haven't heard back from them in awhile and should not need to beg for sponsorship. May need to look for other support for VTC.
- M. Berg suggests should try to set up a sponsorship contract – maybe for a extended period i.e. 3-5 years to prevent disconnect each year.
- Student Literary Challenge Support – Approached CPJ and they were willing to give \$1000 for national prize. Pharmacy Practice unable to support at this time.
- CAPSIL – R. DeFazio and J. Wiebe will be meeting re: formal structure of advertising. Meeting with CPJ for some guidance.

University of Waterloo

- Ken Potvin is really excited to start CAPSI chapter. They have hired a coop student dedicated to start up the CAPSI chapter.
- Presentation by M. Poole and M. Irvine will be at U of Waterloo on Jan 29.
- Need to gather resources from different schools. It is a challenge to have a format to start up chapter since each school is so variable.
- ipharmacist demo session – need feedback from all schools to give to Linda. Overall feedback has been good.
- M. Berg mentions that the president of CNSA attending at PDW – used to used the same advertising company and has switched to another company and doubling profits.
- O. Famuyide says that the Membership Database could be used to correlate an estimate for numbers for the CAPSI agendas.

VP Interprofessional Affairs

J. Reid

- CAPSI support for any help with starting up the Canadian Interprofessional Students Network.
- The objective of CISN is for professional associations to become members of CISN to disseminate interprofessional initiative/opportunities.

- M. Berg asks what initiatives have been disseminated by CISN? CISN started in June 2007 and information was sent out to CAPSI representatives to disseminate in the fall. It has been difficult for CSN to start up as communication has been choppy.
- O. Famuyide explains that CISN is related more to facilitation of communication which is provided to representatives from different interprofessional associations. NHSA is related to promoting interprofessionalism and education. NHSA is heavily supported by Health Canada and are able to facilitate videoconferences, etc.

CAPSIL Editor

R. DeFazio

- Due to bi-elections for CAPSIL Editor, will only have two issues this year.
- Haven't received the laptop from the old editor, but had wanted issue printed here at PDW at Staples.
- The deadline for submissions for the next CAPSIL will be March 3.
- M. Irvine asks about the RX&D program deadline that was usually in January.
- O. Famuyide says that the industrial residency program is interested in working with CAPSI – perhaps having ads in CAPSILs. Maybe the program might have pushed back the deadline to incorporate the ad in the spring CAPSIL issue.

IPSF Liaison

S. Leung

- IPSF and CAPSI are on good terms.
- IPSF manual made for local representative to get a better picture of what they are doing.
- Thanks to all senior and junior representatives and local IPSF from each school.
- Yahoo group was started for IPSF and updated every 2 days.
- IPSF meeting will be held during PDW which all IPSF representatives are attending.
- Will recognize some outstanding examples of IPSF promotion at various schools at AGM.
 - AIDS awareness campaign in November. H. Doyle from Dalhousie did a fantastic job and organized a fundraiser for 'Little Travelers' and raised \$250. IPSF rep from U of T had AIDS information every day, had interview with doctor from local hospital and wrote article. At UBC, had an International Pharmacy Week with 1 hour presentations everyday with PSF, volunteering abroad.
- PSF reps had sent out a video of the second tsunami, but if any schools want to show again, please contact S. Leung.
- WHO internships available in summer and can apply for this in the second term.
- Moving on survey is done in various countries involved with IPSF. Moving on 3 Survey – talking about migration to 4th year students.

Congress in Taiwan

- Attended workshops there.
- Three Canadian delegates participated in the patient interview competition and two Canadians won in beginner and advanced level.
- Next one in Romania and a lot of students are interested. In November, there was an interdisciplinary conference in Spain.
- F. Huang wants to mention that the two students who won the PIC were from UBC. S. Leung did a good job to promote IPSF at UBC.
- The student opportunities are only exclusive to the two French schools right now.
- M. Najm mentions that the second tsunami presentation at Montreal was great and students who already saw it came back to see it again. Great idea to show to students to give students idea about what PSF is about.

Student Exchange Officer

C. Cho-Kee

SEO program

- Deadline was Dec. 28. Last year had 10 applicants, so this year had 24 applicants.
- 3 students to be sent this year.
- Accepting a lot more international students so able to send 11-14 students on exchange next year.
- Research position – tons of interest on this all over the world.

Liability insurance issues

- Stores worried about international students getting hurt so nothing is in place right now. O. Famuyide and C. Cho-Kee are working with lawyers on this issue.
- Lawyers feel that CAPSI as an organization would not be liable. However employers are wondering if students get injured on site, can students sue them?

CPJ

- CPJ did a phone interview with C. Cho-Kee on SEO program and on great experiences from stores.

Finance Officer

L. Dagg

- Financially, things are better than at CPhA.

CAPSIL

- Spring CAPSIL issue wasn't distributed and picked up at University of Laval at all. National had to pay for these expenses. Reminder to local council that national should not have to incur these kinds of expenses.
- CAPSI National will pay for 10% of school's population of CAPSIL costs. CAPSIL was printed at Staples and wasn't picked up.

PDW Expenses

- Fiscal year ends March 31st and council members are not sending in expenses before this deadline. Takes out a chunk of budget from last year's overlap.
- Please get these expenses sent in immediately and will be setting deadlines for how soon expenses should come in.

Taxes

- November – taxes not filed from Mar. 31st. Accountant's dad passed away in fall and things got farther behind and now accountant is on holidays.
- Government implemented an April 1st deadline that if taxes not filed within 6 months of this there will be a charge of \$2500.

CAPSI Agenda

- Agenda brought in \$5400 profit. CAPSI Club brought in \$14000.

Financial Situation

- \$50 000 in bank account at end of year. Right now in good shape because no one submitted expenses for PDW.
- M. Najm suggests that CAPSIL could save a lot of money by having a single CAPSI version with both English and French. Some students from Quebec could even read the English part too.

Executive Secretary

T. Nguyen

- Hired our Webmaster P. Lam to help input the CAPSI Membership information into the Membership Database for all the schools except for U of T. The reps had difficulty with U of T not wanting to disclose students' information. We are still trying to figure that out.
- Updating our Minutes with our Lawyers and Accountants since we have not been sending them our Minutes from 2003. So each year at the end of their term. The executive secretary must send out 2 Minute books – one to Lawyers and one to keep for our CAPSI records.
- Also, working on registering for a new mailbox for CAPSI in Toronto.

President-Elect

- Moving Forward meeting– update later on this afternoon.

Past President

- Mainly advisory role.
- Chair CAPSI National Ethics Committee – London Drugs advertising to help fundraise for PDW for students. Conclusion – this year acceptable to wear lab coat advertising. Sponsorship of individual students needs to be assessed on case by case basis – due to possible conflict with CAPSI sponsors at PDW.

President

Moving Forward survey

- Coordinated by Dr. Neil MacKinnon. 30% of students responded. 1300 respondents vs. 2600 respondents in US and they have 10 times number of schools in Canada.
- Results released 2 days ago – work with Neil and Jonathan to come up with putting something through the spring issue and trends from survey and how this will impact future in pharmacy.

Competitions

- OTC and PIC – cancelled. Wyeth sponsored OTC. After assessing and exploring all possible avenues, decided that didn't have the time in present situation with VP Education.
- Need to establish deadlines and timelines for competition cases.
- Schools provide funding for students to come to compete in competition.
- Meeting to talk to local winners for OTC and PIC tomorrow at 9am.
- Reimbursements for travel subsidy still given to students. Funds for potential winners won't be given.
- J. Goulding says that the notice regarding references came too late.
- O. Famuyide says that the references available at the Compounding Competitions are the CPS and Remingtons and this is all they need. Anything on top of that is extra. If students feel like they need additional references, can use.

Directive: Defer to Competition Review Committee to decide what references are to be made available for each competition.

- Competition Review Committee already made up a list of references, but will keep working on this.

BIRT CAPSI National breaks for lunch at 12:21pm.

K. Gudmundson/M. Berg

Motion Carried.

Call to order 1:15pm

VP Education

- Still need to get the Student Literary Challenge winners and Guy-Genest winners from L. Lord.

- M. Irvine agreed to stand in place of L. Lord at the competitions to make sure that things are running smoothly.
- Hoping by Saturday everything will come together.
- Will have local winners for OTC and PIC recognized during Awards Ceremony.

PSF

- Collaboration with CAPSI to make PSF better known. Have taken students on previous internships in Quebec.
- CAPSI worked with PSF to come up with framework to work with PSF to promote humanitarian and pharmacy issues.
- T. Nguyen sent invitation awhile ago, but PSF didn't return to tell us they wanted to come until last minute. They came up two students to attend to set up booth at last booth.

BIRT CAPSI National discusses Agenda item 15.

M. Berg/J. Mailman

Motion Passed

Item 6 VP Bilingualism Position on the CAPSI Executive Council

P. Boivin/M. Najm

This discussion is intended to elucidate comments and discussion on the potential role for a Vice President of Bilingualism. As a national association, it is felt that the Association needs to make a greater commitment to providing services in both official languages. Some of our national student health professional organizations also employ a similar role and this discussion is intended to gather council's thoughts on this matter.

- P. Boivin has idea to bring on a CAPSI executive position for bilingual position to benefit council on translation to make it easier to disseminate info to students in Quebec who only speak French.
- O. Famuyide – CNSA currently has similar type of role in their organization, won't mimic exact role of CNSA. Discussion to gather feedback from council if we should explore this option.
- M. Najm mentions that CAPSI actually sponsors competitions at Montreal and Quebec conference. Everything for translation – but stuff on website, or some small stuff on CAPSIL. Good idea with all the changes around the Quebec schools. The rep in this position would be involved in translation for website and CAPSIL.
- F. Huang asks if the Quebec school have tried this position at the local level? No, they haven't tried the new position yet.
- M. Berg says that at CPhA, this position was intended to increase engagement of the French students on National level. Primary concern, what are the specific duties does this position have? How you would see the position's scope of responsibilities?
- P. Boivin says it is difficult to come up with ideas right now. What role do u want this person to serve? To be on the executive council is really hard for French students. They don't think there is enough representation on the CAPSI national.
- J. Goulding – It seems like you are making another Quebec position. It is not like no matter what school you are coming from, you should be able to apply.

BIRT that CAPSI National creates a VP Bilingualism position on CAPSI National of which the roles and responsibilities will be determined by an ad hoc committee.

M. Berg/F. Huang

Discussion

- If students from Quebec apply for positions on executive it is difficult, but anyone who is French speaking should be able to have a shot at this position. Not just focused on translation, more of a French liaison position on the council. Someone who could go with VP Communications to help with translation or website, or to aid in attendance of CAPSI Executive to the conference between Montreal and Quebec.
- M. Berg inquires whether this is the best way to increase engagement from francophone pharmacy students? A lot of costs with creating a new position.
- M. Irvine thinks this is a good idea and in Canada this should have a Coordinating translation, making sure that things would be available in French and English. Not a point of the position to have more room for Quebec students.
- J. Rankin says that this is a great opportunity for French incorporated into CAPSI initiatives. Don't understand students from Quebec not feeling like they can run.
- M. Irvine says that the bilingual students may not feel comfortable running for certain executive positions. i.e. CAPSI Editor, VP Communications due to the grammar, written and verbal skills needed. Would not be as good as the English speaking students.
- J. Mailman asks are we trying to engage all of French speaking students or just Quebec students? Concerned regarding costs.
- J. Goulding says that until we have the roles, we can't evaluate the cost vs. benefit. If you could put together the roles of this position then come back to council with it, we can discuss further.

BIRT that this motion on the table be deferred until P. Boivin and M. Najm can outline the specific roles and responsibilities of this position and the specific mandate of this position.
M. Berg/J. Goulding

Motion to amend:

BIRT that the motion on the table be deferred to an ad hoc committee that will present at CPhA Conference 2008.

M. Najm/M. Berg

Motion Carried.

BIRT that the motion on the table be deferred to an ad hoc committee that will present at CPhA Conference 2008.

M. Berg/J. Goulding

Motion Carried.

BIRT that the ad hoc committee for the potential VP Bilingual position is composed of one representative from each French speaking school, VP Communication, VP Education, CAPSIL Editor, English speaking senior representative, and Finance Officer.

M. Najm/M. Irvine

Motion to amend:

BIRT that the ad hoc committee for the potential VP Bilingual position is composed of one representative from each French speaking school, VP Communication, VP Education, CAPSIL Editor, English speaking senior representative, and Finance Officer and to be chaired by M. Najm.

L. Dagg/M. Berg

Amendment Passed.

Motion to amend:

BIRT that the ad hoc committee for the potential VP Bilingual position is composed of one representative from each French speaking school, VP Communication, VP Education, CAPSIL

Editor, English-speaking junior representative, and Finance Officer and to be chaired by M. Najm.

J. Goulding/M. Berg
Amendment Passed.

Call to question:

M. Berg/K. Gudmunson
Motion Carried.

BIRT that the ad hoc committee for the potential VP Bilingual position is composed of one representative from each French speaking school, VP Communication, VP Education, CAPSIL Editor, English-speaking junior representative, and Finance Officer and to be chaired by M. Najm.

M. Najm/M. Irvine
Motion Carried.

BIRT that the ad hoc committee for the potential VP Bilingual position is composed of M. Najm, P. Boivin, J. Wiebe, L. Lord, R. DeFazio, J. Rankin, and L. Dagg and to be chaired by M. Najm.

M. Berg/P. Boivin
Motion Carried.

Item 7 Approval of CRC's Suggested Bylaw Changes

J. Mailman

The Constitutional Review Committee (CRC) has conducted a thorough review of the CAPSI Bylaws and seeks council approval prior to the adoption of these amendments. This requires a motion:

Discussion

- Went over Articles in CAPSI Bylaws
- 1.38.1.12 - M. Berg challenges adding Webmaster as an executive position.
- M. Berg says that we would have to look at cost and we would have to change the constitution.
- O. Famuyide thinks that these positions (Webmaster, VP Bilingualism) don't need to be added on Executive council.

Directive: To not include the Webmaster as an Executive position.

BIRT CAPSI National approve all suggested amendments to the CAPSI Bylaws as submitted to the CAPSI National Council by the 2007-2008 Constitutional Review Committee.

Motion Carried.

BIRT CAPSI National breaks for 15 minutes.

M. Berg/F.Huang
Motion Carried.

Item 8 CSHP Student Delegate Update

A. Narducci

- CSHP Council meets twice a year in August and March.
- Let A. Narducci know about any ideas on increasing student involvement and membership at CSHP.
- 2015 project that will be launched at the conference.
 - o Similar to project with ASHP, which has specific targets and percentages for each hospital. Would submit these results back to CSHP to see if they have met pharmaceutical care objectives.

- CSHP has pharmacy specialty networks (PSN). One network is for students, but it had limited activity and was closed down.
- A new listserv is set up for students/IPGs/residents. To join, students must be a CSHP member.
- AGM for CSHP is between August 9-12. Student rates are less expensive.
- Award Program – CSHP Student Leadership Award will be given to O. Famuyide at the Awards Ceremony at PDW 2008.
- M. Berg asks what is CSHP doing now to recruit student membership? CAPSI-CSHP sessions are being held where CSHP reps go to each school.

Item 9 CISN Update

J. Reid

- VTC didn't happen that was supposed to occur last week. Will write up a report when contacted CISN and distribute to council.

Item 10 Honorary Life Member- Larry Pereira

J. Wiebe

An Honorary Life Membership (HLM) may be conferred by the National General Council upon any individual who has demonstrated high qualities of character and who has actively supported the Association directly or indirectly and has made a significant contribution to the work of the Association. An HLM is nominated by one year's council and voted up by the subsequent year's council. Larry Pereira was nominated by the CAPSI National 2005-2006 council and this discussion is intended to determine whether Mr. Pereira is worthy of this honor.

BIRT CAPSI National goes into camera
M. Berg/K. Gudmundson
Motion Carried.

BIRT CAPSI out of camera
S. Leung/J. Reid
Motion Carried.

BIRT the Honorary Life Membership status be bestowed on Mr. Larry Pereira.
J. Mailman/K. Gudmundson
Motion Carried.

Item 11 Update on Advertising within the CAPSIL

O. Famuyide

A motion was approved at PDW 2007 to approve the sale of advertising space in the CAPSIL as a means of generating revenue for the production and printing costs of the CAPSIL. Efforts to draft an advertising contract began in the summer of 2007 by the outgoing CAPSI Editor. However, due to her sudden resignation, this project has been placed on hold. As an added benefit to market to sponsors, we have interest from the University of Toronto Industrial Pharmacy Residency Program in taking advantage of this opportunity.

VP Communications and the CAPSIL Editor will begin working on the draft that was initiated in the summer of 2007. At which time, it will undergo review by the Ethics and Constitution Review Committee in anticipation for the spring of 2008.

- More on this at the next CPhA Meeting.

Item 12 Planning for the School of Pharmacy at the University of Waterloo

J. Wiebe

This discussion is intended to provide council with an update on the CAPSI awareness presentation at the new school. As well as solicit volunteers for the CAPSI Local Chapter Development CD.

- Need volunteer support from the different schools for such things as explaining about CAPSIL, student contributions and financial structure.
- All schools follow their student societies' constitution and do not have a local CAPSI constitution.
- March deadline to start up a CAPSI chapter at U of Waterloo.

BIRT an ad hoc committee is formed comprised of 2 members from the East and 2 members from the West who are junior representatives and will be chaired by VP Communications.

J. Wiebe/P. Boivin

Motion Carried.

Discussion:

- M. Najm says that this would be good for new junior reps to help develop their chapters.

BIRT an ad hoc committee is comprised of A. Chernenkoff, J. Swidrovich, R. Knott, and A. Ghumman and will be chaired by J. Wiebe.

M. Berg/M. Green

Motion Carried.

Item 13 CAPSI Agenda Review Committee

J. Wiebe

In an effort to improve on the quality and accuracy of the agenda, I would like to establish an Agenda Review Committee, to be chaired by the VP Communications in order to reduce the number of errors and mistakes found in the publication.

- Agendas in the past have had a lot of errors regarding awards, email addresses, grammatical errors.
- A week devoted to reviewing and getting back to VP Communications in the last week of May.

BIRT CAPSI National form a CAPSI Agenda Review Committee composed of: the VP Communications (Chair), one Senior or Junior from Quebec, one Senior from Western Canada (West of Ontario), and one Senior from Eastern Canada (East of Manitoba)."

J. Wiebe/F. Huang

Discussion:

- M. Berg says that there were a lot of errors with agenda and there needs to be more eyes to review agenda.
- F. Huang mentions that it could be useful to also have standardized prizes for competitions to be listed in the agenda.

Motion to amend:

BIRT CAPSI National form a CAPSI Agenda Review Committee composed of: the VP Communications (Chair), CAPSIL Editor, one Senior or Junior from Quebec, one Junior from Western Canada (West of Ontario), and one Junior from Eastern Canada (East of Manitoba).

J. Goulding/J. Reid

Amendment Passed

BIRT CAPSI National form a CAPSI Agenda Review Committee composed of: the VP Communications (Chair), CAPSIL Editor, one Senior or Junior from Quebec, one Junior from Western Canada (West of Ontario), and one Junior from Eastern Canada (East of Manitoba).
J. Wiebe/F. Huang
Motion Carried.

BIRT CAPSI National form a CAPSI Agenda Review Committee composed of: J. Wiebe, R. DeFazio, P. Orfali, A. Chernenkoff, and J. Rankin.
J. Wiebe/K. Gudmundson
Motion Carried.

Item 14 Competition Review Committee

O. Famuyide

This discussion is intended discuss the expansion of the Competition Review Committee.

BIRT CAPSI National increase the number of members on the Competition Review Committee from three to six. This will include the VP Education (Chair), the Past President, two (2) CAPSI representatives from English-speaking schools, and two (2) CAPSI representatives from French-speaking schools.
L. Lord/J. Reid

Discussion:

- K. Gudmundson mentions that two professors from U of S have volunteered to work on a regular basis to help with the compounding competition. Information this year was way beyond the scope of students.
- Compounding cases drafted by Medisca sent to L. Lord and Competition Review Committee.
- M. Irvine thinks that the issue is under the role of the VP Education to incorporate this into the competition planning and is not related to this motion and she thinks that 6 people is a little too much, maybe 4 or 5 is more reasonable.
- P. Boivin says that it is pretty hard to standardize information across the schools regarding the compounding cases since Laval found the competitions easy.

BIRT CAPSI National tables this discussion regarding Competition Review Committee to CPhA Conference 2008.
M. Irvine/M. Berg
Motion Carried.

Item 15 Associate Student/Pharmacist/Supporting Membership
Fee Increase

J. Wiebe

The following motion was presented on behalf of the membership committee via email on December 21, 2007. The motion was defeated based on a significant number of abstentions (i.e. a lack of no response from some schools and certain members of the Executive Council). The motion is presented again for further in-depth discussion

BIRT Associate Student membership, Pharmacist membership and Supporting membership fees increase from \$20 to \$30 per member per year effective December 30, 2007.
Motion presented on behalf of the 2007 - 2008 Membership Committee.

Discussion:

- J. Goulding says that to attend PDW, you have to be a CAPSI member, so this would be good as it allows pharmacists to attend too.
- Are not actively soliciting pharmacist members because CAPSI is more representative of students. We still need to iron out details and costs. i.e. backpack, etc.
- K. Gudmundson asks what about graduate students and residents? This encompasses associate students so that would include them.
- S. Leung says that IPSF members are still members for 4 years after they graduate so they may be interested to be CAPSI members to still be able to apply for exchange so this could be a benefit.
- Operating manual has some of this information laid out and the benefits are also outlined here.

Call to question:

M. Berg/M. Irvine

Motion Carried.

BIRT Associate Student membership, Pharmacist membership and Supporting membership fees increase from \$20 to \$30 per member per year effective December 30, 2007.

Motion presented on behalf of the 2007 - 2008 Membership Committee.

Motion Carried.

Item 16 Pharmacy Practice Student Interview Guide and
Local Sponsorship Policies

K. Gudmundson

Pharmacy Practice's Student Career Guide is disseminated to students across on nine faculties of pharmacy. The guide is a supplement to provide students with tips on career planning and is also sponsored by DRUGStore Pharmacy. The University of Saskatchewan has a strict policy with regards to how sponsors are able to communicate materials to students and this discussion is intended to elucidate comments on whether other pharmacy schools have a similar policy.

BIRT CAPSI National moves into camera

K. Gudmunson/M. Berg

Motion Carried.

BIRT CAPSI National moves out of camera.

K. Gudmundson/F. Huang

Motion Carried.

BIRT CAPSI National adjourns at 4:04pm.

K. Gudmunson/J. Mailman

Motion Carried.

CAPSI – CPhA Joint Officers Meeting
Thursday, January 17th, 2008
Salon 5/6, Shaw Conference Centre
8:15 – 9:00am

A G E N D A

1. Attendance
2. Update on Student Working Group
3. Integrate Graduating Students into CPhA Memberships
4. e-Therapeutics Feedback
5. Student Exchange Programme
6. Advertising in the CAPSIL
7. Government Relations Workshop
8. Kids in Medicine Program
9. CPhA Student Board Member

Item 1 Attendance

T. Nguyen

O. Famuyide
M. Berg
J. Mailman
L. Dagg
J. Reid
T. Nguyen
R. DeFazio
C. Cho-Kee
S. Leung
J. Wiebe

President
Past President
President-Elect
Finance Officer
VP Interprofessional Affairs
Executive Secretary
CAPSIL Editor
SEO Officer
IPSF Liaison
VP Communications

D. Yearwood
J. Poston
K. DiGirolamo

PR Director
CPhA Executive Director
CPhA Student Board Member

Item 2 Update on Student Working Group

J. Poston

- Was thinking about substituting the CPS with e-CPS and making a joint membership with CAPSI, but it didn't get a lot of support.
- Student working group idea with the goal to shift the focus from campus tours to CPhA having a role as helping to improve professionalism i.e. with government workshops and events with Barry Power (continuing education such as the pandemic plan, something that is not in the curriculum).
- Thinking about a universal membership and every student becomes a member at no charge, but there will be no free CPS anymore and would look at offering to students at a discounted price.
- CPhA would like to work closely with CAPSI on individual faculty level to see how programs are developed.
- K. DeGirolamo working on proposal for this for 2008-09 or 2009-10.
- Fairly significant discussion at March board meeting. Fine tuning then goes to board meeting in May.

Item 3 Integrate Graduating Students into CPhA Memberships

J. Poston

- CPhA Membership is relatively low for graduating students but it is usually good for 1, 2, 3 year students.
- Wants to develop program for more CPhA presence with graduating students.
- Thinking about giving a graduation gift to graduating students (perhaps as a year of free membership post-graduation and this would give some support for first year of being a licensed pharmacist). Would like CPhA
- Going to see a drop off as people are faced with reality of paying the fee. See the need to maintain involvement and need more young pharmacists in membership base.
- Important to retain larger numbers as an association. There is a lot of recycling of board members and presidents. Without younger pharmacists, the associations are not representative of the points of view of all pharmacists.
- Interest of politicians will be attained if have younger pharmacists too vs. old business owner.

- Manitoba has an easier time to get graduating pharmacy students. They had 2 or 3 outstanding female pharmacy leaders; they have very definite goals of how they want to practice.
- O. Famuyide says that a lot of it starts with individuals; CAPSI is trying to engage students that you do have a choice that you can make individual decisions.
- M. Berg thinks that not all students are fully aware of what CPhA is about. Heard about it in first year, but that was the last that was heard of CPhA. Need to engage fourth years to tell them what CPhA is involved in at this time and what you can do with it. Government workshop is one step.
- CPhA could get all students' university email addresses and communicate through that. If there was funding, a fourth year conference. We need some evaluation of what the preparation is like for graduating students moving into practice.
- Centennial award winners engages very narrow spectrum of involved students.
- Often graduating students focus on graduating, PEBCs. Maybe engaging students in fourth year is a little too late, and repetition is important, maybe try to engage students in third year. Will look at which year to focus on CPhA promotion.
- CPhA could offer subsidies to students to attend the FIP conference (Father association of IPSF).
- Advertise the money (\$4000) given to CAPSI which is often used to send students to PDW.

Item 4 E-Therapeutics Feedback

O. Famuyide

- P. Underwood extended trial of e-therapeutics. Poll of how receptive students were. Tracking the number of hits.
- Eight of the schools had it at their library. Montreal and Laval don't get any exposure to the program at all. e-therapeutics is in English only and the e-cps is not available in French.
- French students could still use this resource in English. These students still use English textbooks already.

Item 5 Student Exchange Program

C. Cho-Kee

- Increased from 10 to 24 students and promoted very well. Finding the host sites was going very well.
- Thanks for CPJ article to promote program, and interviewed pharmacists that had taken students. First national exposure the program has had so far.
- Looking at being able to send up to 11-14 students abroad this year.
- D. Yearwood mentions that Pharmacy Practice and Pharmacy Post would be interested too regarding an interview on the program.
- Important to keep building on this. Encourage some of the students that go abroad to write an article to submit to journals.
- IMPACT will also be carrying an article on the program.

Item 6 Advertising in the CAPSIL

O. Famuyide

- Wanted to explore different avenues to sell advertising space. Know that CPJ has some advice on the publication and may have resources for assistance.
- Rosemary Killeen can give advice on this. Should think about volume of print vs. volume of advertising. Make sure it is not too ad heavy and it is important thing to think about balance.

Item 7 Government Relations Workshop

O. Famuyide

- Plan to launch in the spring. Interest form schools and will start in the spring. Western and Eastern stream will take turns every year.

Item 8 Kids in Medicine Program

O. Famuyide

- O. Famuyide will tell CAPSI Council about this program. K. DiGirolamo has CDs to give out.

Item 9 CPhA Student Board Member

O. Famuyide

- Having K. DiGirolamo sitting on board has been great.
- CPhA will need to promote for a new position and the deadline is Feb. 6. Facilitating communication between CAPSI and CPhA.

Thursday, January 17th, 2008
8:15 am-4:15 pm

1. Call to Order
2. Attendance
3. Financial Matters
4. Community Outreach Program: CPhA Kids and Medicines
5. Apotex Programs/e-Therapeutics Feedback
6. CPhA Student Board Representative Update
7. Update on the Blueprint for Action
8. Update on the Moving Forward Study & National Pharmacy Students Survey
9. Meeting with Wyeth (President/Past President/President-Elect/Executive Secretary/VP Communications)
10. Meeting with Apotex (President/Past President/President-Elect/Executive Secretary/VP Communications)
11. JOM with CSHP (Executive Only)

CAPSI General Council Meeting
Thursday, 17 January 2008
Shaw Conference Centre
Edmonton, Alberta

O. Famuyide acted as chair and T. Nguyen acted as secretary for the meeting.

Item 1 Call to order

O. Famuyide

O. Famuyide called the meeting to order at 11:20 am.

Item 2 Attendance/Welcome

T. Nguyen

F. Huang	UBC Senior Representative
A. Chernenkoff	UBC Junior Representative
S. Dyjur	Alberta Senior Representative
E. Tu	Alberta Junior Representative
K. Gudmundson	Saskatchewan Senior Representative
J. Swidrovich	Saskatchewan Junior Representative
M. Green	Manitoba Senior Representative
C. Leong	Manitoba Junior Representative
M. Irvine	Toronto Senior Representative
R. Knott	Toronto Junior Representative
M. Najm	Montreal Senior Representative
P. Orfali	Montreal Junior Representative
P. Boivin	Laval Senior Representative
A. Giroux	Laval Junior Representative
M. Poole	Dalhousie Senior Representative
J. Rankin	Dalhousie Junior Representative
J. Goulding	Memorial Senior Representative
A. Ghumman	Memorial Junior Representative
S. Leung	IPSF Liaison
C. Cho-Kee	Student Exchange Officer
R. DeFazio	CAPSIL Editor
T. Nguyen	Executive Secretary
J. Reid	VP Interprofessional Affairs
L. Dagg	Finance Officer
L. Lord	VP Education – not here
J. Wiebe	VP Communications
M. Berg	Past President
J. Mailman	President Elect
O. Famuyide	President
K. DiGirolamo	CPhA Board Student Member
P. Dosanjh	ratiopharm Representative
K. Quirashi	ratiopharm Representative

Regrets:

L. Lord

VP Education

Item 3 Financial Matters

L. Dagg

This discussion is intended to discuss the following four motions:

DISCUSSION #1:

We are all aware of the financial difficulties CAPSI National suffered from last fiscal year. In response to that, and also because it was due time, the following motion was passed at the July 2007 Budget Teleconference:

“BIRT CAPSI National increase CAPSI membership fees from \$9 to \$10 (F.Huang/K. Gudmundson).”

At this time, only the University of Toronto expressed concern with regards to the increase in fees since their CAPSI fees are tied to tuition. Since then, Leslie has received a request from Dalhousie (who also has fees incorporated with tuition) to consider a "grandfather" clause for those universities having mandatory CAPSI fees submitted with tuition. This discussion was brought to the Finance Committee and the following motion has been put forth to deal with the situation:

Discussion:

- With future expenses going to Newfoundland for PDW, it will be more expensive to travel and it is important to implement fee increase now.
- We established this fee membership increase last year. Dal and U of T aren't able to implement changes as fast, but will work to have this fee increase implemented.
- At Dalhousie, CAPSI local is going to take a hit. Our student society pays \$12 for CAPSI local and national.
- If there is a fee increase in the future, there needs to be one year to allow for changes.

BIRT CAPSI National provide all nine Canadian schools of Pharmacy with a grandfather clause of up to one (1) year to implement the CAPSI student membership fee increase, approved on July 8, 2007.

O.Famuyide/K. Gudmundson
Motion Carried.

DISCUSSION #2:

To allow universities enough time to implement changes locally with regards to future membership fee increases, the following motion has been put forth:

BIRT CAPSI National provide the Canadian schools of Pharmacy with a one (1) year period prior to any CAPSI student membership fee increases taking effect; this effective January 1st 2008.

O. Famuyide/K. Gudmundson
Motion Carried.

DISCUSSION #3:

In the past, council members have been tardy in submitting expense claims to National. This can cause problems when the expense extends into the next fiscal year. Understandably, sometimes it cannot be avoided to have expenses from one year extend into the next. This discussion was brought to the Finance Committee and the following motion was put forth:

“Be it resolved that expenses of CAPSI National Council members will be accepted for reimbursement by the CAPSI National Finance Officer up to 60 days after the expenses being incurred.”

K. Gudmundson/O. Famuyide

Discussion

- M. Najm – Maybe say 60 days after the event. Some students reserve 3 months before can't send expenses before.
- M. Irvine – 30 days after expenses are incurred.

Motion to Amend:

BIRT expenses of CAPSI National Council members will be accepted for reimbursement by the CAPSI National Finance Officer up to 60 days after the expenses being incurred or 30 days following the event for which it was incurred.

M. Irvine/K. Gudmundson

Discussion:

- S. Leung mentions that it is weird to send in a receipt for just 12 dollars.
- L. Dagg says that the intention of this motion is for PDW and CPhA expenses since it is the big expenses. Can collect the smaller expenses and send as one, looking at the bigger expenses.

BIRT expenses of CAPSI National Council members will be accepted for reimbursement by the CAPSI National Finance Officer up to 60 days after the expenses being incurred or 30 days following the event for which it was incurred.

Amendment passed.

Call to question

M. Berg/F. Huang

Motion Carried.

BIRT expenses of CAPSI National Council members will be accepted for reimbursement by the CAPSI National Finance Officer up to 60 days after the expenses being incurred or 30 days following the event for which it was incurred.

Motion Carried

DISCUSSION #4:

The University of Saskatchewan and the University of Manitoba did not submit their student membership fees to National until the end of last fiscal year (March 31st, 2007). Therefore, cheques were not deposited into the CAPSI National account until the end of April 2007 (a new fiscal year). The following motion is proposed to initiate discussion about a deadline for student membership fees to be submitted to National, which should ensure all fees are to National in a reasonable amount of time.

“Be it resolved that CAPSI student membership fees be submitted to the CAPSI National Finance Officer by November 1 of each year.”

L. Dagg/O. Famuyide

Motion to Amend:

BIRT CAPSI student membership fees be submitted to the CAPSI National Finance Officer by December 1 of each year.

M. Irvine/M. Berg
Amendment Passed

BIRT CAPSI student membership fees be submitted to the CAPSI National Finance Officer by December 1 of each year.”

L. Dagg/O. Famuyide
Motion Carried.

Thank you L. Dagg for hard work in being responsible for finances.

Item 4 Community Outreach Program: CPhA Kids and Medicines O. Famuyide

This discussion is intended to introduce CPhA's Kids and Medicines Community Outreach Program.

- Kids in medicine initiative is similar to the Handwashing Campaign. Pharmacy students are going out to community to target kindergarden to grade 3 students.
- 2 samples kits and also CDs are provided.
- UBC and U of S have similar program, and have copies of CDs. Kits are for purchase and are at a discounted price to CAPSI and CDs provided are mailed to schools. Students then can go to Staples and mass produce the kit.
- CDs has everything you would need to know about this program – very user friendly. There is also a contact in the kit if you have any questions.
- F. Huang asks if is this is optional for schools to participate in? Yes. Opportunity that is presented and not meant to add pressure to schools.

Item 5 Apotex Programs/e-Therapeutics Feedback J. Wiebe/O.Famuyide

This discussion is intended to elucidate feedback and comments on the free e-Therapeutics trial access provided to students by CPhA and Apotex Programs.

- First time with ipharmacist demo and a lot of schools liked case presentation-type style, some students found the presenter was quite dry.
- Some recommendations were for more hands on experience and actual time to use the ipharmacist.
- R. DeFazio says that with her own ipharmacist to follow along, it made the presentation quite good.
- Labs have x amount at U of S, so students there could borrow some.

Item 6 CPhA Student Board Representative Update K. DeGirolamo

- Have been on the CPhA board for over 2 years.
- CAPSI and CPhA are not joining together, two groups representing different things.
- CPhA is thinking about having a student working group which has automatic membership so money for processing membership fees can be taken out.
- CPhA Campus tour has reached its plateau.
- CPhA wants to work with students to help transition to work force.
- The CPhA Student Board Member position is a 2 year position which is up in June and this position allows you to meet many different people and is a great opportunity. Ballots provided at the Health Fair and ask K. DeGirolamo if you have questions.
- Raffling off registrations to CPhA Conference in Victoria next year.

Item 7 Update on the Blueprint for Action O. Famuyide

- J. Rankin was chosen as student delegate on education continuing professional development working group.
- Meeting in September and a majority of document written and putting together consultation draft.
- Student response rate was high enough, but it was difficult with timing in June.
- Getting working groups together in fall 2007 with overwhelming amount of students applying.
- Next meeting of the task force and first meeting with working group, on Feb 19 and 20 in Toronto.
- 5 working groups.
- Ironing out the implementation plan – steps for pharmacists to take to meet demands of healthcare.
- At the AGM, there will be an update for members about the initiatives.

Item 8 Update on the Moving Forward Study & National Pharmacy Students Survey

J. Mailman

- Moving Forward meeting in Ottawa.
- Background: 1.5 million dollar grant and ends in June of this year. Basically been running studies to understand the structure of pharmacy workforce in Canada. Investigate IPG integration barriers, technician role in Canada, pharmacy workforce of the future (survey falls under this).
- Over the summer, the executive worked with Neil's team to develop and launch the survey.
- First report back with 30% of pharmacy student population. Percentage of where students came from skewed the data with a high turnout from U of S and Dalhousie. Unfortunately from response from schools in Quebec is not high.
- Hoping to use students' views and see how to change the curriculum.
- T. Nguyen works on Neil's team and is on executive which helps with communication.
- Thank the local reps who have disseminated to students.
- Once ready for publication, it is technically a CAPSI document. Can publish something in the CAPSIL issue.
- Can work with Neil and his team to make a 1 page summary. Also, will be available on website. It is important to provide feedback to students.
- S. Leung may send this to IPSF as part of her report.s.
- M. Najm asks if there will be a second try to promote the survey? Since it was difficult to promotion to classes in Montreal. In Quebec, hard for students to look outside of their local pharmacy. 2nd try at survey? No plans as of yet.
- O. Famuyide says this is very important that students needs to input their views on national initiatives. Our opinions are valued and we need to get our information out.

BIRT CAPSI National adjourns at 12:23pm

M. Irvine/J. Mailman

Motion Carried.

A. Narducci is present.

Item 9 Meeting with Wyeth

L. Pereira

- Padfolio
 - Overall the cloth/pleather demo was very nice, good for cold weather, appeared durable, and was a more functional clipboard format that students would utilize more
- CPhA Hospitality Evening in Victoria
 - Sunday, June 1, 2008-02-03

- The idea is to work with all the sponsors: Linda, JJ, SDM, etc. To have a combined evening
 - Downtown venue is the most likely place (Larry to scout out the location)
 - PDW planning committee will be welcome
- Wyeth has requested a list of all PDW sites in the upcoming years (Omolayo has provided this)
- OTC Competition: Appreciate the circumstances this year and request an update on the financial aspects of the event

Item 10 Meeting with Apotex L. Prytula

- Waterloo
 - The Apo backpacks were presented by Linda who had made it clear to the students that this was a one time thing that Apo does with CAPSI; she also gave an overview of PDW
 - Wants to do an iPharmacist demo in April or May
 - Will provide the coupons to them...they will get them in May 2008 and they will expire in March 2009
- iPharmacists
 - Sales are down this year, despite the demos across Canada
 - The report was requested to contain feedback on the specific presenters (given by Jen)
 - There was a questionnaire conducted at the Apo booth at the Health fair to gain more feedback
 - There has been the creation of an iPharmacist chat room
 - Coupon printing for the iPharmacist is desired to be all at once.
 - This will need to be coordinated with Waterloo
 - The iPharmacist program is just for students, not residents or other types of interns
 - From the schools she would like to know
 - What time of the year is best to hold the demo
 - We need to make it clear this is just an introduction, therefore a change in name may be necessary
- The “New Pharmacist” publication is now available online, free of charge
 - Schools should be encouraging the students to go to the website and sign up

Item 11 Joint Officer Meeting with CSHP Dr. Letwin

- a. Student CSHP position
 - i. The new 2 year term has been a good experience for them, increased continuity
 - ii. Student position is good for the function of CSHP and student orientation to CSHP
 - iii. Involvement with CAPSI has also been a good experience for the student CSHP rep and this should continue
- b. SEO Legal Issues with Hospital Practice

- i. When entering a hospital, all students are subject to certain checks
 - ii. Each student needs an affiliation agreement for WCB and Insurance policies
 - iii. Affiliation agreements are labour intensive and hard for both the hospitals and schools to agree on
 - iv. Registering the student with the university and using their agreement may be the best avenue
 - v. An option is to have the student function through Volunteer Services in the hospitals
- c. Students and CSHP
 - i. Lack of knowledge for hospital practice
 - ii. Universities are slow to shift curriculum...very community pharmacy based
 - iii. Advocacy from CSHP and CAPSI to the Deans for emphasis on hospital practice is needed: letter writing
 - iv. Increased residency spots are also needed
- d. Mentorship Program
 - i. Removed from the university
 - ii. Development is varied from province to province
 - iii. A matching program is used to enhance the experience in terms of interest from the student
 - iv. CSHP needs to engage their local reps to facilitate a more formalized process

Friday, January 18th, 2008
7:30 pm-5:30 pm

1. Call to Order
2. PDW 2008 Mid-Conference Update
3. PDW 2009 Update
4. Meeting with Ken Potvin, University of Waterloo (Membership Committee/President/Past President/President-Elect)
5. General Council Meetings (Overview & Discussion of Election Candidates)

CAPSI General Council Meeting
Friday, 18 January 2008
Shaw Conference Centre
Edmonton, Alberta

O. Famuyide acted as chair and T. Nguyen as secretary for the meeting.

Item 1 Call to order

O. Famuyide

O. Famuyide called the meeting to order at 1:05pm.

Item 2 Attendance

T. Nguyen

F. Huang

UBC Senior Representative

A. Chernenkoff UBC Junior Representative

S. Dyjur

Alberta Senior Representative

E. Tu

Alberta Junior Representative

K. Gudmundson

Saskatchewan Senior Representative

J. Swidrovich

Saskatchewan Junior Representative

M. Green

Manitoba Senior Representative

C. Leong

Manitoba Junior Representative

M. Irvine

Toronto Senior Representative

R. Knott

Toronto Junior Representative

M. Najm

Montreal Senior Representative

P. Orfali

Montreal Junior Representative

P. Boivin

Laval Senior Representative

A. Giroux

Laval Junior Representative

M. Poole

Dalhousie Senior Representative

J. Rankin

Dalhousie Junior Representative

J. Goulding

Memorial Senior Representative

A. Ghumman

Memorial Junior Representative

O. Famuyide

President

J. Mailman

President Elect

M. Berg

Past President

J. Wiebe

VP Communications

L. Dagg

Finance Officer

J. Reid

VP Interprofessional Affairs

T. Nguyen

Executive Secretary

R. DeFazio

CAPSIL Editor

S. Leung

IPSF Liaison

C. Cho-Kee

Student Exchange Officer

A. Narducci

CSHP Representative

K. Potvin

Head of Student Affairs

Regrets:

L. Lord

VP Education

Item 2 PDW 2008 Mid-Conference Update

L. Lammers

- Shaw Conference Centre is quite organized. Everyone is enjoying the speakers.
- Couple issues:
 - o CAPSI Competitions

- For next year, have everything ready to go 3 weeks beforehand. If you are planning with standardized patients, need time to prepare for roles.
- Mediscis is very organized and send out scenarios and compounding products needed in December. It was a bit delayed to receive this and committee had to run at the last minute to try to find the compounds.
- Make sure to have everything you need well in advance. If had OTC and PIC, compounding competition wouldn't have happened this year.
- Overall, it turned out well. Pharmafacts Bowl had a changed format which was better than buzzers. M. Berg thought that this was the best and most fair format. Buzzer system doesn't work very well.
- K. Gudmundson liked the questions which were well rounded to address all years of pharmacy. PDW Committee used PEBC websites, etc. Takes awhile to prepare so start organizing this early.
- There were a couple mistakes with the compounding cases – answers left on French version so went and wrote it on the English versions to be fair.
- Committee is compiling a binder for the future years.
- Commend committee on a job well done.

Item 3 PDW 2009 Update

R. Clouston/Y. Vessey

- There is a new compounding lab at MUN.
- The PDW theme and logo resembles Newfoundland flag.
- All translations done by VP Bilingual.
- Register at hotel by December 1st to ensure that students get the student rate of \$120 and when book say it's with Memorial University of Newfoundland.
- All transportation to and from airport. No buses needed to get to events except for competitions.
- Delta connected to Convention Centre and there are a lot of events in Delta itself.
- Event outside of Delta is the night on George Street.
- Hoping for 850 delegates to attend.
- October 2008 – issue with 2008 Committee when second wave of registration for PDW was started. Discrepancy for giving advanced notice to certain schools. Give exact date and time. Going with online registration most likely.
- How is contract with hotel for number of rooms booked? 200 rooms booked. Set it at lower number because it is no problem to add rooms. Committee is pretty confident to have rooms occupied. Delta is intending to accommodate. Can cancel a few months prior.
- Conference rate will be allowed for 3 days prior and 3 days after the conference and this is laid out in the contract. This will not be promoted since students are only excused for the duration of the conference. However, this is the rate that is in the Delta contract.
- Services and facilities? Exclusive use of Delta and convention centre. All meeting rooms in Delta are available. AV equipment, but AV service technicians not included. Security at Delta is available, but will have to pay for that. Internet services are complimentary.
- PDW 2009 website should be up soon.
- 2 CAPSI reps will be giving a presentation at Waterloo and will show PDW 2009 promotion video.

Item 4 Meeting with Ken Potvin, University of Waterloo (Membership Committee/President/Past President/President-Elect)

K. Potvin

- Overview
 - Class of 2011 started last Monday with 92 students.

- 112 offers accepted last June. Between June and Jan lost students to other programs – other pharmacy programs, medicine, nursing, etc.
- 60% female and 40% have at least one degree.
- At least one from each province – Most are from Ontario. Agreement with Lakehead to recruit from Northern Ontario.
- In classroom for first 8 months until August then go on 4 month work terms.
- 7 academic terms, 4 work terms.
- Many employers interested to get students in work terms.
- Building wasn't ready for January. Hopefully will have partial occupancy in May. Definitely will be done by end of work term.
- Admission process is ongoing for next class which is synchronized with application process of U of T.
- M. Berg asks how does the coop term work? In class from January to August. Jobs will be posted in early April. Employers will post and students apply and interview with a matching process. Work term for 4 months with paid employment. Over 4 work terms with educational outcomes within which they have to obtain at least 2 directed at patient care and no more than 2 at the same location.
- What is Waterloo's stance on interview? Don't use the PCAT and must have 75% average, plus over 2 years of undergraduate students, and interview. There is also a reading/comprehension writing test. Scientific article given to read and summarize.
- CAPSI in favor of interview process. Pharmacists must need to translate and communicate effectively.
- All students of the same year will go out on work term at the same time.

BIRT CAPSI National adjourns at 2:19pm.

K. Gudmundson/M. Berg

Motion Carried.

Executive Meeting with University of Waterloo

Item 1 Attendance

T. Nguyen

J. Wiebe
O. Famuyide
M. Berg
J. Mailman
T. Nguyen
F. Huang
A. Chernenkoff
A. Ghumman
M. Irvine
R. Knott
M. Poole
J. Swidrovich

VP Communications
President
Past President
President-Elect
Executive Secretary
UBC Senior Representative
UBC Junior Representative
MUN Junior Representative
Toronto Senior Representative
Toronto Junior Representative
Dalhousie Senior Representative
Saskatchewan Junior Representative

K. Potvin

Head of Student Affairs

Item 2 Start Up Chapter CD

J. Wiebe

- Formed an ad hoc committee to help make the start up chapter CD.
- Membership Committee met to gather ideas to decide what we want to incorporate into CD.
- Made up a want list that we want provided for the CD including: timelines for the whole year of how local CAPSI councils function, portfolios, samples of local budget, election processes, membership benefits, CAPSIL, IPSF representatives (already set up a detailed manual for IPSF rep), description of PDW, CAPSI website, sponsorship guidelines, history of CAPSI, goals of professionalism, PR - cover letters and poster templates, information on CAPSI Awareness Week and PAW.
- U of Waterloo will establish a student society first and they already have an infrastructure.
- Timeline: Want to get up student society then start up CAPSI chapter. Want to have the student society and CAPSI chapter up and running before students go on work term.
- K. Potvin is still the principal contact now.
- Apotex backpack presentation went well and students were appreciative. The students are very keen about getting involved with the other pharmacy students across Canada, and likely many will become CAPSI members.
- First two years of CAPSI chapter, there should be CAPSI local co-reps.
- Finances - CAPSI chapter has separate banking account and most schools handle CAPSI finances separately.

Call to order at 2:55pm.

Item 5 Overview & Discussion of Election Candidates

O. Famuyide

BIRT CAPSI National in camera.
M. Berg/J. Reid
Motion Carried.

BIRT CAPSI National out of camera.
J. Mailman/K.Gudmundson
Motion Carried.

New VP Education for CAPSI National Council 2008-2009 is Marie-Helene Irvine.

BIRT CAPSI National in camera.
J. Reid/A. Giroux
Motion Carried.

BIRT CAPSI National out of camera.
K. Gudmundson/J. Reid
Motion Carried.

New VP Finance for CAPSI National Council 2008-2009 is Leslie Dagg.
New VP Interprofessional Affairs for CAPSI National Council 2008-2009 is Sara Lavoratore.
New CAPSIL Editor for CAPSI National Council 2008-2009 is Jennifer Day.
New Executive Secretary for CAPSI National Council 2008-2009 is Alexander Vuong.

Three positions up for bi-elections and T. Nguyen will be in touch with CAPSI council.

BIRT CAPSI National adjourns.
M. Berg/M. Poole
Motion Carried.

Saturday, January 19th, 2008
8:00 am-3:45 pm

1. Call to Order
2. Attendance
3. JOM/Sponsorship Update (CPhA, CSHP, Wyeth, Pharmasave, Novopharm)
4. Financial Matters
5. PDW Hosting Schools
6. Annual General Meeting

CAPSI General Council Meeting
Saturday, 19 January 2008
Shaw Conference Centre
Edmonton, Alberta

O. Famuyide acted as chair and T. Nguyen as secretary for the meeting.

Item 1 Call to order

O. Famuyide

O. Famuyide called the meeting to order at 9:35 am.

Item 2 Attendance

T. Nguyen

F. Huang	UBC Senior Representative
A. Chernenkoff	UBC Junior Representative
S. Dyjur	Alberta Senior Representative
E. Tu	Alberta Junior Representative
K. Gudmundson	Saskatchewan Senior Representative
J. Swidrovich	Saskatchewan Junior Representative
M. Green	Manitoba Senior Representative
C. Leong	Manitoba Junior Representative
M. Irvine	Toronto Senior Representative
R. Knott	Toronto Junior Representative
M. Najm	Montreal Senior Representative
P. Orfali	Montreal Junior Representative
P. Boivin	Laval Senior Representative
A. Giroux	Laval Junior Representative
M. Poole	Dalhousie Senior Representative
J. Rankin	Dalhousie Junior Representative
J. Goulding	Memorial Senior Representative
A. Ghumman	Memorial Junior Representative

O. Famuyide	President
J. Mailman	President Elect
M. Berg	Past President
J. Wiebe	VP Communications
L. Lord	VP Education – not here
L. Dagg	Finance Officer
J. Reid	VP Interprofessional Affairs
T. Nguyen	Executive Secretary
R. DeFazio	CAPSIL Editor
S. Leung	IPSF Liaison
C. Cho-Kee	Student Exchange Officer

K. DiGirolamo	CPhA Board Student Member
A. Narducci	CSHP Student Representative

Regrets:

L. Lord	VP Education
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Item 3 JOM Sponsorship Update
(CPhA, CSHP, Wyeth, Pharmasave, Novopharm)

O. Famuyide

CPhA

- CAPSI-CPhA Joint membership discussed at CPhA. Ultimately decided that didn't want to join together since we are two separate associations.
- Now look at want to make CPhA more known to new practitioners.
- SEO program is promoted in CPJ.

CSHP

- Liability implications of international students coming into hospitals.
- Gave some avenues to explore methods to incorporate student exchange into hospitals.
- Organizations of experts and years of experience that CAPSI would like to learn from.
- Broad discussion on how to engage students in CSHP and hospital practice in general.
- Want to make sure that students are aware of opportunities.
- Dr. Letwin mentioned working with CAPSI and CSHP on advocacy campaigns on hospital practice to universities.

Apotex

- Meeting with Linda who is an Apotex representative.
- Gave her pharmacist feedback of pros and cons of demo.
- Students wanted a lot more, they wanted an extensive review. However, this demo is not a lesson on how to use the pharmacist, just an introduction to the product.
- Apotex doesn't have demo pharmacists.
- It is recommended that schools schedule the demo in conjunction with availability of pharmacists at their schools if they want demo ones.
- Online renewal is available for pharmacist.

Wyeth

- Gave us a list of contacts of their representatives.
- Email format for representatives is: First six letters of the last name and the first two letters of the first name @wyeth.com.
- Didn't have padfolios this year from Novopharm.
- Wyeth has showed CAPSI their prototype of padfolio, which is more of a clipboard type and is more student friendly.
- Something that will last and they look fantastic. Colors are red and black.
- Wyeth will be requiring an update on finances of the OTC competition.

M. Najm is now present.

Novopharm

- Leadership evenings have been put on by Novopharm at the schools across Canada. They have U of Manitoba and U of Alberta to finish up this year. Really happy that students that attended these sessions and expressed their gratitude and see this as a worthwhile initiative.
- Encourage students to drop them an email if they thought this initiative was good. Attendance was good at these events.
- Concerned that Dalhousie University is not participating at this time. They were interested in coming to Dalhousie.
Laval and Montreal – looking to see if there was interest there for the leadership evening. If there is interest then Novopharm will look into translation of the presentation (simultaneous translation).
- Have informed them other companies are interested about the padfolios.

CPI

- R. DeFazio and J. Wiebe had a meeting with R. Killeen.
- Advertising was beyond our scope. Discussed reasonable fee structure for advertising in the CAPSIL.
- R. DeFazio will update this advertising document.

Pharmasave

- Met with Miguel Lopez-Dee and discussed what kind of avenues that they can get involved with CAPSI.
- Participated at various levels at PDW and CAPSI Club.
- Suggestion about Pharmasave sponsoring the patient interview competition.
- Exploring ideas of a student award. Awards are specific to one individual, but competitions are more for the general school population.

Item 4 Financial Matters

L. Dagg

- Funding of IPSF and SEO to attend conferences. Discussion deferred to PDW from CPhA Conference
- Issue that came up with the statement that 100% could be covered for a single conference. If IPSF liaison chose to take this and then resign, this would be a problem.

“BIRT both the IPSF Liaison and IPSF Student Exchange Officer funding for the IPSF International Congress be cut from \$1700 each to \$500 for transportation and registration each year.”

K. Gudmundson/L.Lord

Discussion:

- C. Cho-Kee explains that the IPSF conference was a 10 day congress in Taiwan. Learned Robert's Rules and attended 22 hours of congress. Every country had two representatives. A lot of students had full registration covered, not asking for that. Went to several SEO workshops to get to know the other officers in order to ease communication.
- S. Leung says that she attended a few of SEO workshops to get a good idea of that position. CP workshop (contact person) – problems that they've been having in different countries. Presentation on what an ideal CP would do. HIV presentation with some American workshops. Sit on various committees i.e. Public Health committee.
- To give everyone an idea that if this motion was passed, and CAPSI only covered \$500, student would have paid \$2500.
- This financial burden will make it difficult to draw students into IPSF Liaison position.
- L. Dagg mentions that she did an internal audit done last year, and saw that representatives had put in a claim that was not part of registration and travel. Probably should have never been reimbursed and never should have been sent in for reimbursement and finance officer never should have reimbursed this.

Motion to Amend:

BIRT CAPSI National provides 50% reimbursement to IPSF Liaison/SEO for travel and registration at IPSF Congress within each of the positions' terms up to a maximum of \$800 per year.

M. Berg/M Najm

Discussion

- C. Cho-Kee feels that this is still a big financial burden with maximum of \$800 coverage. Flights to Taiwan were usually over \$2000 and conference fee is changing each year.
- Capping at \$800 is not necessary, finance officer should be responsible.

BIRT CAPSI National tables Item 4 discussion to this afternoon.

J. Mailman/M. Berg

Motion Carried.

CAPSI National adjourns at 11:28am.

J. Mailman/M. Berg

Motion Carried.

BIRT CAPSI National untables Item 4 discussion.

K. Gudmundson/C. Cho-Kee

Motion Carried.

Discussion

- Deficit projected as just over \$2000. Very close to a balance.
- M. Berg asks if it is imperative for SEO to make connections. Is it imperative to go twice as IPSF and SEO?
- Would need a good changeover between SEO and IPSF Liaison.
- Fundraising for travel and registration is incredibly difficult. S. Leung did approach own faculty, but wanted to give funds to IPSF representative who was also attending.
- Re-evaluate letting President and President Elect to go to APhA conference.

Motion to Amend:

BIRT CAPSI National provides 50% reimbursement to IPSF Liaison/Student Exchange Officer for travel and registration at IPSF Congress within each of the positions' terms up to a maximum of \$800 per year.

M. Berg/M Najm

Amendment passed.

Abstentions : 1

Discussion:

- These council positions are executive positions and putting a cap does more damage than it does good.
- Request to travel form submitted to the Finance Officer would be a great idea to check and make sure that the students are booking the cheapest flights – would be able to check on the Internet.
- M. Bergs says that dynamics may not be there between President and President Elect, so the APhA Conference is very valuable for changeover so they can establish those connections, which is very important.

Call the question

J. Mailman/K. Gudmundson

Motion Carried.

Abstentions: 1

BIRT CAPSI National provides 50% reimbursement to IPSF Liaison/Student Exchange Officer for travel and registration at IPSF Congress within each of the positions' terms up to a maximum of \$800 per year.

M. Berg/M Najm

Motion Failed.

Abstentions : 1

Discussion :

- Do we feel the need to send both individuals to the conference with assumption to carry on for the 2 year term.
- J. Wiebe mentions that changeover could also rely on documentation from the IPSF Congress.

BIRT CAPSI National provides 50% reimbursement to IPSF Liaison and Student Exchange Officer for travel and registration at IPSF Congress within each of the positions' terms with a pre-approved expense form.

M. Irvine/M. Poole

Call to question

M. Betg/F. Huang

Motion Carried.

Abstention: 1

BIRT CAPSI National provides 50% reimbursement to IPSF Liaison and Student Exchange Officer for travel and registration at IPSF Congress within each of the positions' terms with a pre-approved expense form.

M. Irvine/M. Poole

Motion Carried.

Abstentions: 1

Item 5 PDW Hosting Schools O. Famuyide

- Schools used to actually bid in the past. They would form a committee and put together a package and council would vote.
- In 2005 or 2006, set up a rotation through different regions in Canada to make it fair.
- School does not have to have a PDW, would go to the next region if school does not accept.
- 2010 – University of Toronto, 2011- University of Saskatchewan, 2012 – Dalhousie University

Motion to adjourn 2:08pm

M. Poole/M. Berg

Motion Carried.

Annual General meeting
Saturday, 19 January 2008
Edmonton, Alberta

There being over 20 general student members personally present and thereby constituting a quorum, and notice of the meeting having been provided to the National General Council and all members of the corporation at least 30 days prior to the date of the meeting, the meeting was validly constituted and held.

O. Famuyide, President, acted as Chairperson of the meeting and T. Nguyen, Executive Secretary, acted as Secretary of the meeting.

Call to order at 2:45pm.

BIRT CAPSI National accepts the Annual General Minutes from 2007.

J. Mailman/J. Wiebe

Motion Carried.

1. EXECUTIVE SECRETARY REPORT

Tiffany Nguyen

Current Activities

- Maintain and update the CAPSI membership database
- Manage email discussions and correspondence of the CAPSI National Council
- Maintain current descriptions of all executive positions for elections. These materials are available to all interested candidates.

Upcoming Activities

- Minutes and agendas will be forwarded to our lawyers and accountants
- Ensure that minutes of the Association are updated from 2003 to present
- Update the Executive Secretary changeover report from 2005-2006

2. VP INTERPROFESSIONAL AFFAIRS REPORT

Jeremy Reid

Roles and Responsibilities

- Act as a liaison with Interprofessional Student Organizations, such as the National Health Sciences Students Association (NaHSSA) and the Canadian Interprofessional Students Network (CISN)
- Member of CAPSI's Constitution Review Committee (CRC)

Activities to Date

- Tommy Douglas Celebration of Medicare Awards hosted by the NHPN
- Formal creation of the CISN and CAPSI's official joining of the Network
- CISN Videoconference
- NaHSSA conference

Future Goals and Initiatives

- Work with the NaHSSA and CISN to ensure that a representative from CAPSI is able to attend their conferences and meetings
- Promote the integration of Interprofessionalism at Waterloo

- Enhance CAPSI's relationships with interprofessional organizations

3. VP COMMUNICATIONS REPORT

Jennifer Wiebe

Agenda

- Contract has been renewed with CU Advertising
- Do Not Call List was revised to make it manageable
- Duo Creative will most likely be the printer
- To explore alternate printing formats in order to reduce printing costs
- In 2007/2008, printed 2400 and was 500 short. Expenses were \$22 229.19 and revenue was \$27 671.25.
- For 2008/2009, plan to increase printing to 3000 copies of agenda and decrease costs by 5-10% and have 95% advertisements on the Do Not Call List.

CAPSI Club

- This year we have 7 CAPSI Club Gold Level Members, 0 Silver, 0 Bronze
 - Apotex, Novopharm, Pharmasave, ratiopharm, Safeway, Scotiabank, and Wyeth Consumer Healthcare

Total Revenue: \$14 000

- Goal 2008/09: 10 Companies
- This is a significant increase from the 3 CAPSI Club Gold Level members in 2006/2007!

iPharmacist

- Apotex iPharmacist coupons are again available for our members: \$475 off the regular price or \$150 off the renewal fee
- Nation wide demo of the iPharmacist put on by Apotex
 - This appears to be a worthwhile program and benefit for members and one I hope will continue on an annual to bi-annual schedule
- A report from the feedback that has been prepared and sent to Linda Prytula (Apotex) and will be made available online in Association minutes

University of Waterloo

- Opened to 92 students January 2008!
- First NEW CAPSI chapter in over 20 years
- CAPSIL article in January issue
- Introductory and membership presentation opportunities by CAPSI representatives to students in January 2008
- Working on a compilation of resources for the establishment of a CAPSI chapter
 - With the hopes of a functional chapter within the next year

4. VP EDUCATION REPORT

Lindsay Lord

- L. Lord was not able to attend the meeting, so O. Famuyide presented in her place.

Competitions

- Compounding

- Sponsored by Medisca
- Questions are designed to mimic situations that arise in practice
- Participation at the local level increased again this year, with over 20 teams competing at some schools!
- Student Literary Challenge
 - Co-sponsored by the Canadian Pharmacists Journal and CAPSI
 - Winning submissions at the local level are forwarded to the national competition
 - National winner's essay will be published in CPJ and CAPSIL
- OTC
 - Sponsored by Wyeth Consumer Healthcare Inc.
 - This is the 3rd year for the OTC Competition at the national level
 - Good participation on the local level; overall things went very smoothly
- Patient Interview
 - Sponsored by CAPSI
 - Great participation again this year
 - Cases focus on information gathering skills and building rapport with the patient

Awards

- Guy Genest Passion for Pharmacy Award
 - Sponsored by Wyeth Consumer Healthcare Inc. and CAPSI
 - Awarded to one deserving student from each faculty/school of pharmacy across Canada
- Award of Professionalism
 - Sponsored by ratiopharm
 - Two applications were received this year
 - Awarded to the faculty deemed to have put on the most successful PAW based on submissions received

Symposia

- Single- vs. two-tiered healthcare
 - Mandatory symposium to be held in the winter term at each pharmacy school across the country
 - Goal is to increase awareness and determine the opinions of CAPSI members in the debate of public vs. private healthcare
- Blueprint for Pharmacy
 - A second, optional symposium that may be offered at some pharmacy schools
 - Goal is to increase awareness of this innovative initiative in pharmacy practice

Goals

- Increase attendance at CAPSI symposia
- Increase awareness and participation in Operation: Wash-Up presentations
- Development of additional community outreach programs in collaboration with our corporate sponsors
- Increase participation in competitions and improve competitions based on feedback from this year's participants

5. IPSF LIAISON REPORT

Sharon Leung

Pharmacists Without Borders

- 2007 Student Projects (Mali):
 - 2 pharmacists and 6 students, for a duration of 8 weeks
- “The Second Tsunami” filming was held at schools across Canada.
- PSF Newsletter – the “link”
 - Published an article on the IPSF Congress

IPSF World Congress

- Aug 6-16th, 2007- Taiwan
- 22 hours of General Assembly
- Attended various workshops
- Patient Counseling Event:
 - 2 Canadian Pharmacy Students placed 1st place for the beginner and advance levels of the competition

CAPSI IPSF Projects

- October 1-5th, 2007: International Pharmacy Week (Pilot)
- November: HIV/AIDS Awareness Campaign
- New*- IPSF CAPSI e-group
- Newsletter/ Article Exchanges

Upcoming Events

- February- March 06, 2008
 - Internship Applications with WHO and IPSF
- May 2008
 - 7th Pan- American Regional Symposium (PARS)- Mexico
- Aug 1, 2008- Aug 11, 2008
 - 54th IPSF Annual Congress- Romania
 - <http://ipsf2008.org/>
- Aug 29, 2008-Sept 4, 2008
 - 68th FIP World Congress of Pharmacy and Pharmaceutical Sciences- Basel
 - www.fip.org/basel2008

Acknowledgements

- | | |
|---|--|
| • University of British Columbia
Ariel McLeod | • Dalhousie University
Hayley Doyle |
| • University of Alberta
Mary Thompson | • Universite de Montreal
Pamela Orfali |
| • University of Toronto
Jennifer Teng | • University of Manitoba
Margo McCrae |
| • Universite Laval
Senior rep : Marie-Claude Lévesque
Junior rep : Dominic Martel | • Memorial University of
Newfoundland
Chelsea Anderson |

- University of Saskatchewan

Janelle Souter

6. STUDENT EXCHANGE OFFICER REPORT

Cynthia Cho-Kee

Student Exchange Programme 2007

- In August 2007, a 3rd year Japanese pharmacy student participated in the Student Exchange Programme (SEP) in Calgary, Alberta
- She volunteered for 1 week in community practice as well as 1 week in hospital.
- Judi Lee from University of Alberta and her family hosted Nagisa. They not only provided her with accommodations, they took her to Vancouver, Banff, Lake Louise, as well as other events and festivals in town
- Both Nagisa and Judi found this a very rewarding experience
- Due to administrative difficulties, no Canadian students participated in the SEP in the summer 2007

Student Recruitment

- IPSF local representatives from schools across the country have held Student Exchange Programme information for students in September-November 2007
- This year we have developed a new PowerPoint presentation, a pamphlet with information for students and updated the IPSF section of the CAPSI website
- Even with limited positions, application forms from CAPSI students has rose 200% since 2007
- Thanks to all the local representatives for all your hard work over the past few months!

Host Site Recruitment

- Promotion on the national level has been achieved via CPhA's Canadian Pharmacists Journal latest edition (2007 Vol 140 No. 6)
- Other national promotional materials soon to be sent out via Canadian Association of Chain Drug Stores, Canadian Society of Hospital Pharmacists and Pharmacists Without Borders
- A new solicitation letter has been drafted and has been very well received. Students are encouraged to disseminate this letter locally to potential host sites as it contains information about the program, the pharmacist's roles and responsibilities.
- Currently we have secured 6 community pharmacy placements in the Greater Toronto Area and 1 research placement at the University of British Columbia.

Student Exchange Programme 2008

- IPSF limits the amount of students CAPSI can send on exchange by the number of international students we received the year prior. Due to this, we are authorized to send 2 CAPSI students in 2008
- Been working closely with Student Exchange Officers in many countries to ensure the chosen CAPSI students will be able to practice in their country of choice
- To ensure a similar situation does not occur in subsequent years, my main focus this year has been to significantly increase the number of international students we host in the program

- Currently 7 positions are available and are in the process of being filled. Anticipate that we will have at least 10 international pharmacy students participating in the exchange program in Canada in 2008

Student Exchange Programme 2009

- If all goes well with the placements we currently have for exchange students, CAPSI will be able to send 15 students to 1 of over 50 countries in summer 2009
- Extensive efforts are currently underway to ensure appropriate handover from SEO predecessors in the future
- Sharon Leung, the current CAPSI-IPSF Liason, will continue on as the SEO next year
- Best wishes to all those going on exchange this year and in future years. Good luck!

7. CAPSIL EDITOR REPORT

Roberta DeFazio

CAPSIL

- The CAPSIL is CAPSI's national publication printed in both French and English usually 3 times a year
- The CAPSIL can be found in pharmacy faculties across Canada
- It serves to inform CAPSI members of CAPSI events and opportunities, allows pharmacy students to voice their views and opinions as well as provides current information on pharmacy issues

Updates

- Professional translator secured for the 2007/2008 year
- Starting to set up an article exchange between CAPSI and PSF
Introducing advertisements to the CAPSIL; hopefully starting in the Spring 2008 issue

CAPSIL Issues

- Winter 2008
 - CAPSI's 40th Anniversary!!
 - Blueprint for Pharmacy update
 - Student experiences around the world
 - Executive reports from CAPSI council members
- Spring 2008
 - Deadline for articles is March 2st
 - Features on Professional Development Week, competition winners and CAPSI council elections

Question:

- Is it just drug companies applying for advertisements? No, for example, residency programs also would like to advertise.

8. FINANCE OFFICER REPORT

Leslie Dagg

Gave a summary of CAPSI's expenses, revenues, and investments from 01-April-2006 to 31-March-2007 (as of April 1, 2007). NOTE: CAPSI fiscal year runs from April 1st to March 31st.

Income (2006-2007)

Agenda	\$ 30,248.09
Membership	\$ 29,187.00
PDW Profit	\$ 21,327.28
Sponsorship	\$ 12,400.00
Return of PDW Loan	\$ 5,000.00
CPhA Grant	\$ 4,000.00
SEP Fees	\$ 850.00
Bank Adjustment	\$ <u>144.00</u>
TOTAL INCOME	\$ 103,156.37

Investments (2006-2007)

GIC	\$ 25,000.00
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Expenses (2006-2007)

Competitions	\$ 27,550.00
Agenda	\$ 25,948.61
PDW Profit Distribution	\$ 21,327.30
CPhA Conference	\$ 20,757.27
PDW Conference	\$ 14,831.99
Position and Administration	\$ 14,429.40
Professional Fees	\$ 7,736.05
PDW 2008 Start-up Loan	\$ 5,000.00
IPSF and SEP Fees	\$ 2,047.51
Miscellaneous	\$ <u>899.08</u>
TOTAL EXPENSES	\$ 140,527.21

Profit / Loss 01-Apr- 2006 to 31-Mar-2007

Income	\$ 103,156.37
Expenses	- \$ <u>140,527.21</u>
NET LOSS	- \$ 37,370.84

Explanations

- o Agenda only netted \$4,299.48
- o No CAPSI Club members for 2006 – 2007 fiscal year
- o Late membership payments to CAPSI National (\$4,734.00)
- o Late deposits for sponsorship (\$11,000.00)

The following is a summary of CAPSI's expenses, revenues, and investments as of December 17, 2007:

Income (2007-2008)

PDW 2007 Revenue	\$ 25,000.00
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Accounts Receivable	\$ 24,100.00
Competition Sponsorship	\$ 14,400.00
Agenda	\$ 10,571.25
CAPSI Club	\$ 8,000.00
Membership Fees	\$ 4,734.00
GIC Interest	\$ 825.86
SEP Fees	\$ 170.00
TOTAL INCOME	\$ 87,801.11

Expenses (2007-2008)

Agenda	\$ 22,229.12
CPhA- Travel, Accommodations & Registration	\$ 16,276.20
PDW 2009 Start-up Loan	\$ 5,000.00
Administration and Officer Expenses	\$ 4,245.20
PDW- Travel, Accommodations & Registration	\$ 3,534.38
Translation	\$ 2,850.00
Professional Services	\$ 1,819.23
IPSF/SEP fees	\$ 906.47
SEP Refunds	\$ 315.00
Website	\$ 247.23
Misc. Charges (i.e. Bank Fees)	\$ 127.86
TOTAL EXPENSES	\$ 57,550.69

Profit / Loss 01-Apr-2007 to 17-Dec-2007

Income	\$ 87,801.11
Expenses	- \$ 57,550.69
NET PROFIT	\$ 30,250.42

Finance Committee Motions

Be it resolved that CAPSI National provide one (1) complimentary PDW registration (\$150 value) to the CAPSI National Webmaster, effective PDW 2008.

Omolayo Famuyide/ Marie-Hélène Irvine

Be it resolved that CAPSI approve the purchase of a publishing program for the CAPSIL, up to a maximum of \$260.

Omolayo Famuyide/ Marie-Hélène Irvine

Summary

- o Although last fiscal year resulted in a loss, CAPSI is currently in good financial position
- o All council members are working hard to reduce expenses and maximize revenue
- o As of 17-Dec-2007 CAPSI was in better financial position than last year at the same time

Questions:

Regarding PDW Profit Distribution, where does that go? For the last PDW, the funds will be distributed to the schools. The hosting school will receive 15% of profit and remainder of money will be split evenly to the 8 remaining schools and the 9th part to CAPSI National Council.

How do you keep track of membership fees? 10 dollars of fee go to CAPSI National so 2 goes to local CAPSI councils. Ultimately schools will decide how to collect that money.

9. PRESIDENT ELECT REPORT

Jonathan Mailman

Duties and Responsibilities

- To learn the function and intricacies of CAPSI
- Consult with the President regularly and assist the President in her duties as needed
- Act as the liaison between the Canadian Society of Hospital Pharmacists (CSHP), the Association of Faculties of Pharmacy of Canada (AFPC), Academy of Students in Pharmacy (APhA-ASP), and CAPSI
- Chair the Website and Constitutive Review Committees

Activities to Date

- Attended the CPhA Conference 2007, in Ottawa, Ontario
- Member, "Moving Forward: Pharmacy Human Resources Study for the Future" National Advisory Committee
- Promote national initiatives to our partners
- Work with the President on ongoing initiatives as needed
- Chair of Website and Constitution Review Committee

Website Committee

- Interview and appoint a Webmaster
- Update the Admissions page and other areas of the CAPSI National Website
- CAPSI Forum
- Develop a Residency page
- Update the Council Profiles
- Update the History Section
- Host and Domain Name Renewal

Constitution Review Committee

- Reviewed contracts and new collaborations for the Association, including:
 - CPJ sponsorship of the SLC
- Updating the Webmaster Position Portfolio
- Drafted the Robert's Rules Review Document
- Review of CAPSI Constitutional Bylaws
- Review of CAPSI Operating Manual

Future Plans

- Update the CAPSI National Forums and Disclaimers
- Further development of the CAPSI National Website
- Attend the Spring meeting of the Moving Forward: Pharmacy Human Resources

10. PAST PRESIDENT REPORT

Mattias Berg

- Pleasure to be President Elect, President and Past President for CAPSI.

Roles and Responsibilities

- Supervise, coordinate, and act in the name of the Association
- Play a primary supportive role in the activities of the Association
- Chair of the CAPSI National Ethics Committee

Initiatives

- Student Interview Guide
- Sponsorship Guidelines
- Student Literary Challenge - judge

- Last time to stand up here. By far, CAPSI has been the most rewarding organization to be a part of.
- Like to recognize the Executive council.

BIRT CAPSI National adopts the proposed constitutional amendments.

Put forth by Constitution Review Committee

Motion Carried.

Abstentions: 1 (Mike Mitchell (U of S))

11. PRESIDENT REPORT

Omolayo Famuyide

Roles and Responsibilities

- Supervise, coordinate, and act in the name of the Association
- Play a primary and supportive role in various council projects and initiatives.
- Initiate, delegating and promote the development and growth of the Association
- Prepare agendas, organize council meetings, chair and mediate discussion during meetings of the General Council
- Member of the Finance and PDW Planning Committees
- Chair of the PDW Educational Subsidy Committee
- Responsible for fostering good relations and partnerships with National and International Pharmacy Associations
- Play a primary supportive role in several projects and initiatives

Activities to Date

- CPhA 2007 Conference, Ottawa, ON
- Tommy Douglas Awards Ceremony, Toronto, ON
- Chair, PDW Educational Subsidy Committee
- Member, Finance Committee
- Member, Taskforce for Blueprint for Action
 - August and September teleconferences
 - Fall meeting, Ottawa, ON
- National Pharmacy Student Survey
- University of Waterloo, School of Pharmacy
- NHPN Update

- By-elections, CAPSIL Editor
- PDW 2008
- Student Interview Guide
- Association meetings
- Summer teleconference
- Fall videoconference

New Collaborations/Initiatives

- COMPRIS group
 - Release of the 2007 CAPSI-COMPRIS Student Interview Guide
- CPhA
 - CAPSI-CPhA Government Relations Workshop (launch to take place in Spring 2008)
- CSHP
 - CAPSI- CSHP Hospital Pharmacy Student Award
- Canadian Interprofessional Students Network
- ratiopharm
 - New Community Outreach Program: Allergies

Future Initiatives

- Launch of the CAPSI-CPhA Government Relations Workshop
- CAPSI Introductions at the University of Waterloo, School of Pharmacy
- Publication/release of the results of the National Pharmacy Student Survey
- Continue to promote and develop the Student Exchange Program
- Continue to promote and explore alternative avenues of professional development
- Next meeting: Spring videoconference

Question:

Interview guide – should send this guide to every CEO, journal, organization. This way we can proposition this as what pharmacists wants. It was picked up by a number of students and used, but still can be spread to more people and make CEOs of companies aware. To be able to drive the interview process towards what pharmacists want.

BLUEPRINT

- O. Famuyide is a Taskforce member on the Blueprint committee.
- For the first time in Canadian history, pharmacists and pharmacy organizations are working to articulate a common vision and implement a coordinated plan of action
- The Blueprint for Pharmacy is a strategic action plan for the pharmacy profession to strengthen its alignment with the health care needs of Canadians and to respond to the stresses on the health care system
- Various pharmacy organizations across Canada came together to form the task force.

Progress to Date

- Led by the Canadian Pharmacists Association, in partnership with national/provincial pharmacy organizations
- 2005
 - Concept paper and Blueprint Background Paper written by CPhA
 - Dec: CPhA hosted Think Tank of 26 pharmacy leaders

- 2006
 - Blueprint Framework is drafted based on Dec 05 consultation
 - Jun: Pharmacy stakeholder consensus workshop hosted by CPhA with 85 individuals from 46 organizations
 - Dec: The Task Force on a Blueprint for Pharmacy established to articulate a common vision and a clear action plan for the future of pharmacy.
- 2007
 - Feb-May: Task Force meetings to strategize and draft the Blueprint
 - Jun 1st: Task Force releases draft Blueprint for Pharmacy; CPhA hosts Blueprint Town Hall at Centennial Conference
 - Summer: consultation with pharmacy stakeholders
 - 750 pharmacists, pharmacy students & technicians completed online survey and/or provided comments on the Blueprint for Pharmacy draft document
 - Detailed survey completed by > 30 national/provincial pharmacy organizations, faculties, corporate head offices
- Fall:
 - Call for participation on five Working Groups
 - Redrafting of Blueprint by Task Force

CAPSI Concerns

- Ensure pharmacy students and interns are able to translate skills and competencies learned in the classroom into practice settings – to become satisfied with our future jobs as Dr. Ross Tsuyuki had talked about in his presentation.
- Ensure current practice settings and models are able to support viable and sustainable pharmacies that will enable graduates to practice to their full scope of practice
- Ensure continued and greater experiential exposure in all sectors of pharmacy practice
- Ensure supportive legislation and regulation are in place to facilitate change in moving the profession forward

How the Blueprint will Help

- Place a greater emphasis on promoting and increasing interprofessional experiences at the undergraduate level
- Greater emphasis on foundational skills such as communication, decision making and confidence building in curricula and clinical experiences
- Secure sufficient and adequate training sites in various institutions
- Facilitate change in infrastructure within the education system that will be necessary for pharmacy students to take on greater roles
- Develop scopes of practice and enact enabling legislation to support pharmacists in providing expanded services in new practice models.

e-Survey Responses

- 718 participants
- Demographics
 - 64% female, 36% male
 - 64% urban or suburban
- Practice setting
 - 46% community practice
 - 32% hospital

- 9% students
- 13% other
- Time in practice
 - 12% students
 - 29% < 10 yrs
 - 25% 10-19 yrs
 - 22% 20-29 yrs
 - 13% > 29 yrs

Top Concerns Related to Personal Pharmacy Practice

- Workload/Staffing seems to be top concern of pharmacists working today. Reimbursement is one of the top concerns as well, probably due to Bill 102.

Designing the Future Together

- For the first time in Canadian history, pharmacists, pharmacy owners and pharmacy organizations are working to articulate a common vision and implement a coordinated plan of action

Making it Work Together

- Buy-in by pharmacists, pharmacy students and pharmacy technicians, and their organizations and employers, is critical to ensure the success and implementation of this vision and action plan

Questions and Concerns

Do you agree with the issues and concerns for the profession that were raised?

Do you think that the strategy for action in five key areas is appropriate?

What challenges do you see in the Blueprint being successful?

Do you think it will make a difference?

What can new pharmacists do to move this forward?

How do we position the Blueprint with physicians, other HCPs, stakeholders and the public?

- Really an effort from various national associations to come together. It is really important to become engaged in this topic and participate to make your voices heard. Local reps will continue to disseminate information regarding this topic. Symposia will be taking place to facilitate discussion around this issue for us to gather your thoughts.

BIRT CAPSI National adjourns at 4:02pm.

M. Mitchell/C. Cho-Kee

Motion Carried.

