



C A P S I • A C E I P

Unity – Professionalism – Advocacy – Academics – Excellence

Fall Meeting 2021

CAPSI National Council Meeting

Sunday, November 7, 2021

11-1 PM MST

1. **Call to Order**

W. Boudreau

W. Boudreau calls the meeting to order at 11:01 MST.

2. **Land Acknowledgement (2 min)**

W. Boudreau

3. **Attendance (3 min)**

M. Hopkins

Name	Position	Attendance
W. Boudreau	President	Present
C. Vaccaro	President-Elect	Present
M. Patrick	Past-President	Absent
M. Hopkins	Executive Secretary	Present
G. Sicotte-Mendoza	Outgoing Finance Officer	Absent
T. Dhadial	Finance Officer	Present
S. Vos	Outgoing VP Communication	Absent
M. Rafiq	VP Communications	Present
H. Saunders	VP Education	Present
M. Fyith	VP Professional Affairs	Present
M. Kieley	Outgoing SEO	Absent
J. Melanson	Student Exchange Officer	Present
R. Huang	IPSF Liaison	Present
A. Nong	Webmaster	Present
W. Tran	CAPSIL Editor	Absent
A. Krupski	CSHP Student Liaison	Present
A. Grewal	UBC Junior Representative	Present
C. Ma	UBC Senior Representative	Present
K. Moreland	Alberta Junior Representative	Present
R. Hanson	Alberta Senior Representative	Present
E. Fedusiak	Saskatchewan Junior	Present

	Representative	
L. Lueken	Saskatchewan Senior Representative	Present
S. Choi	Manitoba Junior Representative	Absent
S. Diocee	Manitoba Senior Representative	Present
C. Huo	Waterloo Junior Representative	Present
S. Goldstein	Waterloo Senior Representative	Present
T. Udounwa	Toronto Junior Representative	Absent
M. Chaung	Toronto Senior Representative	Present
P. Borzooyan	Montreal Junior Representative	Present
A. Le	Montreal Senior Representative	Present
H. Lyoubi Idrissi	Laval Junior Representative	Present
S. Boudhine	Laval Senior Representative	Absent
N. Barkhouse	Dalhousie Junior Representative	Present
N. Fatima	Dalhousie Senior Representative	Present
M. King	Memorial Junior Representative	Present
C. Coles	Memorial Senior Representative	Present

Guests: C. Harland (UofA)

A. Krupski turned off video camera at 11:04 MST

4. **Acceptance of Previous Minutes (2 min)**

W. Boudreau

[Summer 2021 TC Minutes](#)

BIRT CAPSI National accept the minutes from the Summer 2021 Meeting on August 22nd, 2021.

W. Boudreau/S. Diocese
Motion Carried.

5. **Position Updates**

University of British Columbia

See Annex

University of Alberta

See Annex

University of Saskatchewan

See Annex

University of Manitoba

See Annex

University of Waterloo

See Annex

University of Toronto

See Annex

Université de Montréal

See Annex

Université Laval

See Annex

Dalhousie University

See Annex

Memorial University of Newfoundland and Labrador

See Annex

6. **Executive Reports**

President

See Annex

President-Elect

See Annex

Past President

See Annex

Executive Secretary

See Annex

Finance Officer

See Annex

VP Communications

See Annex

VP Professional Affairs

See Annex

VP Education

See Annex

Webmaster

See Annex

CAPSIL Editor

See Annex

IPSF Liaison

See Annex

Student Exchange Officer

See Annex

CSHP Liaison

See Annex

7. **3 Stars of CAPSI (2 min)**

W. Boudreau

- 1) C. Ma/A. Grewal
- 2) L. Lueken/E. Fedusiak
- 3) H. Saunders

8. **Operations Manual Revisions (15 min)**

C. Vaccaro

Background: Yearly the CRC reviews the OM to ensure the language is accurate and reflects the current running of our association. The proposed changes were provided via email and can also be found [HERE](#).

BIRT CAPSI National accepts the proposed modifications to the Operating Manual, effective immediately.

C. Vaccaro/M. King

C. Vaccaro clarifies that most of the changes are based on updating phrasing or consolidating. The big changes include exec position descriptions, focusing mainly on CAPSIL Editor and VPPA.

W. Boudreau adds that another big change is the removal of the “Friends of CAPSI”, which is being removed to prevent confusion with any sponsors. This category used to be used for individuals who are not members but also are not sponsors. He states that we have not had any Friends of CAPSI for many years.

BIRT CAPSI National accepts the proposed modifications to the Operating Manual, effective immediately.

C. Vaccaro/M. King

Motion Carried.

9. **Bylaw Amendments (5 min)**

C. Vaccaro

Background: Recommendations from our lawyers:

- Article 5 1.26 and Article 27.110: as you have eliminated the “Friend of CAPSI” membership option, this should be eliminated throughout the by-laws, and including in these sections, as well.
- Article 8 1.58: I would suggest adding “held at a time and place to be fixed by the President in accordance with 1.55”.

The proposed changes were provided via email and can also be found [HERE](#)

BIRT CAPSI National makes the modifications to the Bylaws, as listed above, effective following a special resolution (2/3) vote at the 2022 Annual General Meeting.

C. Vaccaro/E. Fedusiak

C. Vaccaro states that we made these changes last year and they will be officially voted on at the AGM. She states that W. Boudreau and herself met with the lawyer and got the above suggestions.

W.Boudreau clarifies the difference between bylaws and the OM. He states that the bylaws are a legal document and there are fees associated with this modification. We are planning for a ~\$1000 fee, based on the process started last year. The modifications presented today are the modifications presented by our lawyers.

BIRT CAPSI National makes the modifications to the Bylaws, as listed above, effective following a special resolution (2/3) vote at the 2022 Annual General Meeting.

C. Vaccaro/E. Fedusiak

Motion carried.

10. January Virtual Event (5 min)

C. Vaccaro

Background: CAPSIs virtual conference will take place on Jan 14-16, 2022! The event's registration will be free and open for registration in December. National competitions will occur on Sunday. Events currently planned include:

- Friday: 1 hour of icebreakers and games
- Saturday:
 - Panel: Innovative careers in pharmacy
 - Ross Tsuyuki (Editor CPJ, UofA, HTN Canada Pres, etc)
 - Claire Harland (Health Canada and Military)
 - Tim Smith (Simplicity Wellness, VP Pharmacists Manitoba, Northern/rural pharmacist)
 - Barbara Gobis (UBC)
 - Webinars (~40m each)
 - Entrepreneurship in pharmacy: Kean Sarani from Avro Life Sciences
 - Gender affirming HRT: Carla Grant
 - Trauma informed care
 - 1 talk in French- Pharmacogenetic presentation (to be confirmed)
- Sunday: Interactive debates (1/2 day), national competitions

C. Vaccaro states that the committee has been meeting quite regularly so far and overall everyone is very excited about the committee. She states the committee is open to any questions or feedback. The name will either be Bridging the Gaps or Connecting the Gaps

M. Chung questions how long each day is expected to be and if there are breaks in between.

C. Vaccaro states that there will be a 1h meeting Friday, for Saturday the talks will be about 40mins with 2 or 3 in the morning and 2 or 3 in the afternoon. The Sunday will be 2-3 hrs if you are not doing a competition. A timeline will be sent once the last 2 speakers are confirmed.

W.Boudreau states that when we have the results of the local competitions it will be a good idea to contact the winners to see if they are interested in taking part in the national competitions. He states that he is very happy to see that the committee is mainly made up of our members and not the council which shows members are still involved.

11. Winter In-Person Council Meeting (January 2022) (5 min) W. Boudreau

Background: As emailed recently, we will hold the Winter In-person council meeting at the Westin Harbour Castle ([Website of the Hotel](#); 1 Harbour Square, Toronto, Ontario M5J 1A6 Canada) on January 7th, 8th and 9th 2022 in Toronto. Information has been previously sent. This time is to raise any concern you may have or questions on this event.

W. Boudreau states that we will have a social event on Friday, team building throughout the meeting, national and exec meetings, and time for individual work. There is no specific schedule at the moment. He will be sending a form by the end of November to confirm attendance, vaccine status, transportation and payment to TJ for the hotel. Refunds will occur after the in-person meeting.

12. Loblaw Company Limited Contract (8 min) W. Boudreau

Background: Contract with LCL is prepared and will be shortly signed. The PIC competition will now become the Loblaw's PIC competition as they will sponsor completely the event. They will also allocate 100\$ per school to host their PIC local competition and 100\$ per school to host various local activities throughout the year. The modality will be decided by our Finance Officer to determine the way you will receive your money. I invite you to detail the purchase you do in your local budget for the Loblaw's PIC and of your local activities that will be covered by this amount. Make sure that you publish PIC as the Loblaw's PIC competition from today on. The contract has been signed for 3 years and they will be a Platinum sponsor.

W. Boudreau clarifies that all posts about PIC will now have to be Loblaw's PIC competition and he will send further information by email. Loblaw's is allowed to do a presentation per year in every school as Platinum sponsors; they are willing to cover any subject and so they will email the schools and connect with you based on your needs. They are really wanting to connect with the students and schools.

S. Goldstein asks for clarification regarding the advertisement since Waterloo will be having the PIC competition winners shortly.

W. Boudreau states that he will send an email as soon as the contract is signed and from there we will change the advertisement to the Loblaw's PIC competition. If the winners are determined before then, continue as normal.

H. Saunders adds that in the discussion with Loblaw's, we did decide that the local competition will be just PIC and then the national competition will be Loblaw's PIC.

P. Borzooyan questions if the Loblaw's name and presentations will still apply to Quebec as Loblaw's is not present in Quebec.

W. Boudreau clarifies that this was not completely discussed, but at this point it will still be applicable since they are investing into the schools and giving the money and presenting on a topic of Local's choice.

T.Dhadial questions if Shoppers is present in Quebec, as this is part of Loblaws.

W.Boudreau clarifies that there is the equivalent of Shoppers in Quebec but they are not as involved but asks for C. Vaccaro to clarify.

C. Vaccaro states that Shoppers was brought out by Loblaws but they have staff/directors that live in Quebec and are open to traveling to Quebec schools

13. FrancoPharm (8 min)

W. Boudreau

Background: Please see the following message sent from the President of Waterloo's FrancoPharm Club: *As President, one of my goals is to have representatives from each pharmacy school across the country join a meeting and discuss the Francophone population in their respective regions. This would help bring awareness to the disparities this population is facing and we could collaborate to find ways to make healthcare services more accessible to them. Prior to this, I believe the schools could meet to learn about our club's mission and see if similar clubs could be formed in other schools. Our club has had difficulties reaching out to other pharmacy schools. We were hoping to connect with other student councils through our CAPSI branch, which is why we reached out to Sasha. If there is a way we could bring the schools together, either through meetings or educational events, this would help our club bring our mission to more regions across the country. Please, let me know if this is a possibility, and if so, our club is ready to collaborate with CAPSI on this project.*

W. Boudreau states that S. Goldstein sent information about the Waterloo FrancoPharm club. The president of this club reached out to W. Boudreau and discussed the email above, including giving services in their native language. He states he knows that this subject will apply to specific projects more than others. His aim on this project is to see if there are any provinces that are willing to open a subcommittee, have a presentation by the president, or have any questions about this current club at Waterloo.

S. Goldstein states she had some discussion with the president. Her primary aim is to see if locals would be willing to start a chapter at their school, but if there is not enough interest there are some recorded events they are willing to share and can also promote what the club is already doing. If more information is wanted, please reach out to S. Goldstein to connect with the president of this club.

C. Coles states that this is a great idea. She states that at MUN it would be difficult to start a local chapter but she likes the idea of starting with a presentation to spark interest.

M. Chaung states that she thinks it is a great idea. She states that UofT has a pharmacy french club and she can connect the clubs together to give more ideas.

S. Goldstein states she will connect with C. Coles for resources and that she will connect with M. Chaung to collaborate.

W.Boudreau asks if there are any other schools that have French clubs/initiatives?
H Saunders states that Dal has something, but they are not overly active. She doesn't know if they are active this year.

W.Boudreau asks if H. Saunders, M. Chaung, and S. Goldstein can send him the contacts that their schools and he will try to connect them, along with UdeM and Laval to see if this can grow and become more beneficial for everyone. He thought about starting a Franco chapter for CAPSI national but due to our difficulty getting bilingual individuals on the translations committee this idea will be put on hold.

14. Elections Update (20 min)

M. Hopkins

Background: Election season is upon us, and so I encourage everyone to reach out to potential candidates and if anyone has any questions to either reach out to the current position holder, or to myself and I can either answer to the best of my ability or figure out who can answer the question. If you have an individual who is interested in a position, please reach out to me and I will provide you with the election information for that position within 24hrs of your email request. The deadline to submit the election packages to me will be December 10, 2021 at 11:59 MST. If you as local representatives would like to set an earlier deadline for candidates to set up a filming time with you, that is absolutely acceptable. I will send out an email to the local representatives within the next week regarding how to upload the videos to our Youtube channel. As a reminder, elections are confidential and informing individuals of the verbal questions prior to their scheduled video time is a breach of confidentiality and professionalism. If you are having any local representatives running for an Executive position, they are not allowed to be involved in the election process for candidates running for the same position, and it is encouraged that they are not involved in elections at all if possible. If you ever have any questions about how to handle a situation please do not hesitate to reach out and ask me. Questions? Comments? Concerns?

W.Boudreau adds that it is important to ask for feedback to your members when you will have the information and videos of the individuals who are applying. He states that there have been instances where individuals who have been applying for positions felt that there was no chance for members to voice their opinions. He suggests a survey or Google form to send to the members if no election nights will be held, before the in-person meeting where the locals will be providing their schools opinion on the applicants.

M. Chaung asks how flexible the December 10th deadline is. She states that they are planning on starting to promote by tomorrow.

M. Hopkins replies that it will be a case by case as there is a lot of time that goes into the back-end of elections to make things presentable to the general members. The concern if the deadline is extended is that we will not have time to be able to present the election packages and collect appropriate feedback on the applicants from the general members prior to the official elections.

BIRT CAPSI National local representatives will contact their local chapters to create a survey to request members feedback on candidates if there is no designated election event, for every round of elections.

W. Boudreau/H. Saunders

Motion Carried.

15. Membership Drive Update (2 min)

M. Hopkins

Background: I have received some inquiries about adding members to our membership list through CPhA, unfortunately this year CPhA isn't able to accommodate individual members being added to this list, but I have been given the go ahead to send in an updated list once before our next formal membership drive. If anyone has any new members who they would like to add to the membership list, please let me know ASAP, as I will be emailing Christine the updated list this week.

16. Respecting Deadlines (5 min)

M. Hopkins

Background: I understand that everyone is extremely busy and many of us are burnt out with online classes, however I wanted to remind everyone it is important that we respect everyone's timelines and submit requirements by the council member's deadline. I can almost always accommodate when individuals need extensions, however, I cannot do this if there is not clear communication and if individuals do not submit by the time we arranged after. When one thing is delayed it delays the entire process of sending out other important documents like the agenda. What can I do to help you submit your agenda items, position updates, and other documents as required on time? I'm open to any suggestions, feedback, and ideas that individuals have.

A. Krupski states she is not always sure what her position is in regards to CAPSI and asks that we add in what is mandatory for her.

W. Boudreau clarifies that all council meetings are mandatory and executive meetings are recommended. He adds that we receive a wide array of position updates and reminds everyone that these are public records that our members and outside partners see. He reminds everyone that we are elected and we need to be accountable to this position. He then shares examples of good position updates. He clarifies that if there are no specifics you can always write TBD or N/A.

M. Rafiq asks if for next year we can create a package of how to create notes for next year?

W. Boudreau asks if this is supposed to be for position updates or other documents?

M. Rafiq clarifies this would be for everything for standardized approaches. For any document that is required to be shared with other execs/CAPSI students, a standardized approach with specific examples would be beneficial to have at the turnover meeting and document.

M. Hopkins states that there was an example sent at the beginning of the year and she is always open to questions.

M.Fyith states that it would be a good idea to add this as a section in the turnover document.

W.Boudreau agrees that we can add this into the transition document. He states that it is a good idea to send an example throughout the year when required.

T.Dhadial states that since these are all public records having a template would be a good idea, examples are great, and then add it into the transition meetings.

BIRT CAPSI National will send an email with a template and example about the position update by the end of November 2021. Representatives will also include an example in their transition documents by the changeover meetings.

W. Boudreau/ M. Fyith

Motion Carried.

17. IPSF World Congress Bid 2024 (30 min) R. Huang /J. Melanson

Background: After meeting with the two schools who are interested in hosting the World Congress, the next step would be to decide which city would be best for hosting this event. We would like to discuss the benefits of hosting the World Congress in either Montreal or Vancouver and then vote to see which city will be chosen.

W. Boudreau questions if there is a deadline for times for presentations?

A. Le states that she has 15 minutes planned

C. Ma states that she has about 10 minutes planned.

W. Boudreau states that he will stop the presentations at 15 mins. He states that when they met he asked questions to both schools. He reminds everyone that it is not the school hosting the event, it is the city, with CAPSI national hosting the event. There will most likely be support from the faculty of the city we host it in but individuals on the committee can be from any faculty. The questions asked include:

-Why would your city benefit Canadian/International students?

-What kind of event you would like to host and how long

-How will you make this event profitable?

-Did you ask your Faculty if they would have any interest?

-In which city will you host this event?

-Would you be open to having students from outside of your school joining the committee?

-What kind of support would you have by hosting this event in your city? "

N. Fatima left the meeting at 12:20 MST

S. Boudhine enters the meeting at 12:21 MST

BIRT CAPSI National will move this vote on the following google form (<https://forms.gle/goEqKcQ2D6sdTfzY6>) and council members will have until Sunday, November 7th 11:59pm PST to make their vote. The winner city will be announced by email by the President and Secretary.

W. Boudreau/ R. Huang

Motion Carried.

M. King questions if it is one vote per council member or one vote per local pair

W. Boudreau clarifies that it is one vote per council member

18. National Competitions and Recognition (6 min)

H. Saunders

Background: National competitions will be taking place this year for SLC, AFL, PIC, and OTC. SLC and AFL will be executed similar to last year and winners will be announced at the end of January. PIC and OTC will be taking place during the Sunday of our virtual education weekend (January 16) via Zoom. PIC will be in the morning and OTC will be in the afternoon. We will be going East to West by school. We will also be having a virtual award and competition recognition event taking place at the end of January or beginning of February. This will be an opportunity for CAPSI to recognize our award and competition winners and for sponsors to present the awards.

H. Saunders states that the judges are not yet determined but Loblaw's will supply a couple for PIC and OTC is tbd.

C. Vaccaro states that the UofT Zoom account will be used for the January Event so the CAPSI national one can be used for the competitions.

N. Fatima joined the meeting at 12:45 PM MST

19. Compounding Competition Update (2 min)

H. Saunders

Background: There will not be a compounding competition this year. Medisca is not interested in working with us to organize a competition, however, they will be organizing an info session on compounding similar to the event they coordinated last year. It would be awesome if we could get more participation of this event across all schools.

20. PAM 2022 National Committee (8 min)

M. Chaung

Background: In our August Teleconference, we had approved for a volunteer planning committee for a PAM 2022 National Committee for a national-wide PAM event. I would like to start recruiting a group of representatives: 1 representative from each school to be inclusive for all pharmacy schools across Canada. I want to highlight that this committee will help build exposure for your PAM at your local school. We can also brainstorm on what we can do together: it may be as low commitment as our committee would like it to be. We will likely meet once a month starting in December-January and then we will do biweekly meetings starting in February. We will do most of the work and communication through Google documents, **Slack**, Facebook, and/or Messenger.

UBC: Celia Ma/Aneet Grewal

UofT: Theodora Udounwa/Michelle Chaung

UofA: Rachel Hanson/Katie Moreland

USask: Lauren Lueken/Emma Fedusiak
UManitoba: Sandra Choi/Simran Diocee
Waterloo: Sasha Goldstein / Camille Huo
UdeM: Angelica Le / Panteha Borzooeyan
ULaval: Hassan Lyoubi / Sophia Boudhine
Dalhousie: Nolan Barkhouse/Nawal Fatima
MUN: Melanie King/Caitlyn Coles

BIRT CAPSI National forms an ad-hoc PAM National Committee for the 2022 year, to be re-evaluated at the June 2022 meeting.

W. Boudreau/M. Chaung

Motion Carried.

21. PDW PC 2023 Update (1 min)

L. Lueken

Background: All planning committee positions have now been filled and they are in the process of transitioning the committees.

22. Pharmacy Management Textbook (5 min)

M. Rafiq

Background: We have been offered a deal by the Canadian Foundation of Pharmacy to make their management textbook available online for \$30. This deal will allow 6 months access (but if it is well received, option for longer access can be explored). We may be eligible for greater funding if we promote their textbook

C. Ma asks if this is the same textbook that CPhA sells.

M. Rafiq clarifies that it is.

C. Ma states that UBC students were not often using this textbook so they might not be interested.

T. Dhadiel states the UBC prof has his own textbook

C. Vaccaro states that UoM doesn't have textbooks for management

M. Rafiq states that it seems that most schools are not interested in having the textbook online.

R. Hanson states that most students used the textbook at UofA

M. Hopkins replies that there was a change recently and the textbook is no longer used at UofA

C. Coles states that most students do not buy this textbook and not many students would buy this at MUN

S. Goldstein states that Waterloo used to have this as a required textbook and it is no longer used. She states locals have considered removing this from their local textbook sales due to low sales.

H Saunders states that at Dal there is a course that uses this textbook but it is not recommended, she states that some students may buy it if it is only \$30 in comparison to buying a hard copy.

T.Dhadial questions if there is an online version or if it is just a hardcopy.

M. Rafiq states that there is the option to explore a pdf download based off interest

T. Dhadial asks if we could do something like VS where we offer the deal to students and see if there is any uptake. He also states they could probably do presentations at school where they could advertise their book or resources.

L. Lueken states that the UofS business professor is open to the textbook but they do not need it. She states that the 6 months would be a barrier for UofS so a 12 month subscription would be better based on the UofS curriculum.

23. Notebooks (5 min)

M. Rafiq

Background: Notebooks were shipped off early in September. Please fill out the table below.

	Question 1: How many notebooks were picked up? Question 2: How many notebooks are left over? Question 3: What is the general sense of the utility of these notebooks at your school?
UBC	<ol style="list-style-type: none"> We will be handing out our notebooks on the week of November 15th. All 65 of our notebooks are left over. Students have previously enjoyed agendas, and likely would enjoy these notebooks due to their convenient size and longevity.
U of A	<ol style="list-style-type: none"> We distributed the notebooks from last year and this year. Just under half were picked up. (~100 of each) We have just over half (~100-150) notebooks remaining. The remaining amount will be used for a “build your own wellness kit” event Students really like the notebooks as they can use them any year, they fit into our lab coats well and students often use them for labs and rotations.
USask	<ol style="list-style-type: none"> We distributed ~10 notebooks with our Fall CPhA textbook order. We are planning to distribute the remaining notebooks

	<p>in the Winter 2022 term as our faculty is planning for a fully in-person term.</p> <ol style="list-style-type: none"> 2. Around ~140 notebooks are left. 3. Students have mentioned they utilize the notebooks while on rotations and students like having the CAPSI notebooks. This is a membership benefit that we should continue to offer to our members.
UManitoba	<ol style="list-style-type: none"> 1. About 150 picked up 2. About 15 left over 3. Students liked taking the notebooks on rotations, and like the member benefit
U of T	<ol style="list-style-type: none"> 1. About 150 of the books were picked up. 2. About 150 copies are left over. 3. Some students have expressed to me that they liked the notebooks for their rotations. Some previous students who have had the agendas before prefer the agenda more. In general, I think most students do enjoy this free book regardless of agenda or notebook. However due to COVID and building restrictions, it was difficult to distribute to students directly.
Waterloo	<ol style="list-style-type: none"> 1. We are planning to distribute notebooks in the Winter 2022 term as this is when the first-year class begins their first term. Our faculty is also planning for a fully in-person term therefore this will help with logistics. 2. All 300 notebooks are left over. 3. Based on the feedback from last year, it seems that students like having the CAPSI notebooks. We think this is a membership benefit that we should continue to offer to our members.
U de M	<ol style="list-style-type: none"> 1. Around 200 were picked up (we distributed the notebooks that were ordered last year as well) = so total 400 notebooks 2. We have around 150 left that will distributed throughout the winter semester 3. Students seem to like their notebooks especially for labs (OSCEs style)
ULaval	<ol style="list-style-type: none"> 1. No answers received
Dalhousie	<ol style="list-style-type: none"> 1. All of the 120 were picked up. 2. None, all were given away. 3. It is a great notebook to have on rotations and to use to take notes in our skills lab.

MUN	1 & 2. I honestly do not have a total as the notebooks are on campus and I am not on campus to check it out. 3. Students did enjoy getting a free notebook, but I do believe there was still a fair amount of notebooks leftover for us.
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_____ W. Boudreau motions to adjourn the meeting at 1:02 MST
W. Boudreau/J. Melanson
Motion Carried



C A P S I • A C E I P

Annex of Executive and Local Council Updates
Virtual November Meetings 2021

Sunday November 7th, 2021

Local Council Updates

University of British Columbia (C. Ma/A. Grewal)

Position Update:

CAPSI UBC Executive Council Goal Setting:

- Date: Through month of September
- Location: Online
- Description: Each position in our local council met with the Sr/Jr to discuss personal and position goals for the year, expectations/needs from the Sr/Jr/rest of the council, and other concerns/comments. This is to increase transparency and document ideas to follow through with. We had some really great ideas and ambitions brought up, and look forward to the upcoming year. A mid-semester update is conducted in December/January.

The Great Pharmacy Adventure (GPA) 2021:

- Date: September 4, 2021
- Location: In-person across UBC campus
- Description: GPA is a yearly one-day student-led welcome event for incoming first-year UBC PharmD students. Different clubs and groups host stations that groups of students move between throughout the day. CAPSI's station comprised of a CAPSI introduction and required student groups to make a funny infomercial with various OTC products.

UBC PharmD Student Orientation Presentation:

- Date: September 10, 2021
- Location: In-person
- Description: During the first week of school, incoming first-year students receive a presentation from faculty, PhUS (our undergraduate society), and CAPSI. CAPSI formally introduced ourselves to all first- and second-year students, and discussed what we offer.

Pharmacy Clubs Night:

- Date: September 15, 2021
- Location: In-person in the UBC Pharmaceutical Sciences Building
- Description: All UBC pharmacy clubs set up a booth for student groups to rotate through. CAPSI was able to showcase a quick 5-min presentation to highlight our events and membership benefits through the year.

CAPSI Info Night:

- Date: September 22, 2021
- Location: Hybrid (in-person and livestreamed to Zoom)
- Description: CAPSI UBC held a full information night with 30+ in-person student attendees and additional students who joined online. We outlined the structures of CAPSI UBC and CAPSI National, as well as our events, competitions, and other offerings in detail. Every CAPSI UBC executive council member outlined their specific role, and our Community Outreach and Advocacy coordinators gained student interest for their subcommittees.

First Year CAPSI Rep Election & Third By-Elections:

- Date: September 29, 2021
- Location: Hybrid (in-person or online – candidate choice)
- Description: Election applications were open for just over 1 week. We had 11 candidates for 4 open positions. Only CAPSI UBC executives voted in this by-election as per our

bylaws. We successfully elected 2 first year representatives, 1 additional fundraising co-chair, and 1 secretary.

CAPSI World Congress Bid Planning

- Date: Through September
- Location: Online meetings
- Description: Organizing bid for WC for Fall National Meeting presentation. Worked with local IPSF reps, interested UBC CAPSI executive members, and faculty to discuss potential ideas, funding, organization of event... etc. Gauged general UBC pharmacy student interest in helping.

CAPSI Competitions Planning

- Date: Through October
- Location: Online and in-person, depending on the event
- Description: Planning for the AFL, OTC, PIC, and SLC competitions. Advertising to UBC pharmacy students for registrations. Competitions to be held in November.

SEP and IPSF Info Night

- Date: October 7, 2021
- Location: Hybrid (in-person and livestreamed through Zoom)
- Description: Over 20+ attendees joined this event in-person and over zoom. Our local IPSF reps went over IPSF's structure, opportunities, and SEP information. Many students showed interest in SEP, and a few even inquired about World Congress.

CAPSI Textbook and Stethoscope Sale Distribution

- Date: October 12-15, 2021
- Location: In-person in UBC Pharmaceutical Sciences Building
- Description: Distributed textbooks and stethoscopes to students who ordered with us during August-September. Utilized pick-up system in pharmacy building. We had 64 and 63 textbook and stethoscope orders, respectively.

CAPSI UBC Award of Professionalism

- Date: Application open through October
- Location: Online submission
- Description: Application-based award assessing students' professionalism and contributions to the profession. Funding from CAPSI UBC local gudget.

Upcoming Events:

CAPSI Membership Swag Distribution:

- Date: November 1-5, 2021
- Location: In-person
- Description: We have notebooks from this year and last year, as well as some sponsorship items (demo inhalers/insulin pens, lanyards, hand sanitizer bottles, tea, membership cards, etc.) that we will be handing out to students who bought memberships in 2020 and 2021 and did not previously receive "membership swag."
- Cost: N/A
- Support Needed from National: None required

CAPSI Competitions

- Date: Through week 1-2 of November
- Location: Some events in-person, some online, some submissions
- Description: AFL, OTC, PIC, and SLC competitions will be held. OTC will be held in person, PIC will be held online. AFL and SLC are online submissions.
- Cost: N/A
- Support Needed from National: None required

Annual General Meeting

- Date: TBA
- Location: In-person and livestreamed via Zoom.
- Description: Our bi-annual AGM (as required by our Alma Mater Society (implements mandates and rules for clubs). We will be going over our council, our events and membership benefits. We will also be presenting awards for winners of our Fall competitions and Award of Professionalism.
- Cost: N/A (we will locally provide funding for food)
- Support Needed from National: None

Laurel Award

- Date: TBA
- Location: Online application
- Description: An award assessing pharmacy contributions and professionalism of pharmacy students. Funded and assessed by two past CAPSI UBC Senior Representatives.
- Cost: None
- Support Needed from National: None

University of Alberta (R. Hanson/K. Moreland)

Position Update:

Run for the Cure

- Date: October 3rd 2021
- Description: The UofA pharmacy team took part in the CIBC Run for the Cure again this year to raise money for breast cancer research. UofA Pharmacy won Edmonton's Post-Secondary Award and raised over \$4500!

CAPSI/IPSF Ad-Hoc Committee UofA

- Description: The UofA CAPSI/IPSF Ad-Hoc Committee had their first meeting and has a total of 7 members currently (IPSF and CAPSI Reps + 3 student members) to help with the IPSF and CAPSI tasks throughout the year!

CAPSI First year Lunch and Learn

- Description: Katie and Rachel spoke to the first year class in early September about what CAPSI is, the events we put on throughout the year, and how they can get involved. We also gave out some of our CAPSI notebooks at this time.

Professional Headshot fundraiser

- Description: As a fundraiser for RFTC, we had a professional headshot fundraiser where students would pay \$10 to get 2-3 headshots and the money would go towards our run for the cure team. This involved getting some photographers involved to take the photos. We raised ~\$90 from this event.

Notebook distribution

- Description: In September, Katie and Rachel distributed the CAPSI notebooks in the hallway to students who were interested in receiving one! There are some extras and our pharmacy students' association will be using them in a "Make your own wellness kit" event.

Upcoming Events:

CAPSI Competitions

- Date: November 4th
- Location: UofA Practice Skills Lab, Online

- Description: CAPSI OTC and PIC competitions - Students will take part in in-person interactions in our skills lab where our judges will be watching a live feed from the interaction rooms and marking live. AFL and SLC are done online and students will submit their work before October 31st, then they will be sent to our judges to be marked prior to November 15th.
- Cost: TBD - Thank you's for judges, printing costs, food for judges. Tentative ~\$150-200
- Support Needed from CAPSI National: N/A

University of Saskatchewan (L. Lueken/E. Fedusiak)

Position Update:

CAPSI UofS Textbook Sale

- Date: September 1-25, 2021
- Location: Online, Google Forms
- Description: CAPSI USask hosted their annual CPhA textbook sale. An order form was posted for students on google forms to complete. We are awaiting shipment of the ordered textbooks.

Membership Drive

- Date: Sept 14, 2021
- Location: On Campus
- Description: Spoke to the 1st/2nd year classes to promote CAPSI, First Year Representatives, and PDW 2023 Planning Committee and all initiatives with a powerpoint presentation due to the COVID-19 situation not allowing a Lunch and Learn.

CAPSI UofS First-Year Representatives Election

- Date: 11:59 PM MST, September 25, 2021
- Location: Letter by Email submission
- Description: CAPSI USask hosted a search for two first-year pharmacy students to join and complete the positions available on our local council. Interested students were to apply by a letter of intent outlining information about yourself, why you are interested in the position, why you think you would be a good candidate for the position. These positions have been filled and the USask local CAPSI council has all positions filled.

CAPSI PDW 2023 Planning Committee Elections

- Date: September 7-25, 2021
- Location: Email submission
- Description: CAPSI USask continued the search for positions available on the PDW 2023 Planning Committee. Interested individuals were to apply by a letter of intent outlining information about yourself, why you are interested in the position, why you think you would be a good candidate for the position. The planning committee is now filled and ready to complete planning for PDW 2023.

CAPSI USask Annual Fundraising Cards

- Date: September 23-October 8, 2021
- Location: Online
- Description: CAPSI USask sold discount cards once again this year! Cards were \$20 each and are valid from October 1st, 2021 to September 30th, 2022. Participating businesses this year include RW&Co., Point Optical, Traxx Footwear, Mr. Lube + Tires, The Canadian Brewhouse, Supplement World, Just For You day spa, and Hudsons Canada's Pub.

CAPSI x RxVigilance Student Demo

- Date: September 29, 2021 @ 6:00 PM

- Location: Zoom
- Description: Vigilance Santé was founded by a pharmacist in 1991, and develops drug treatment software and databases for front-line health care professionals. Students who join us can learn about what all Vigilance Santé has to offer! Students who join us for this event have the opportunity to receive a free promotion to use Vigilance Santé for a period of time!

CAPSI USask Run for the Cure

- Date: October 3, 2021
- Location: Virtual Run
- Description: USask Pharmacy and Nutrition put together a Run for the Cure team. The USask Pharmacy and Nutrition team fundraised a total of \$1658.20.

CAPSI Usask - GSK Presentation

- Date: October 13, 2021 @ 7:00 PM MST
- Location: Zoom
- Description: CAPSI USask hosted a Retail Marketing Engagement Representative from GSK Consumer Healthcare and they presented to us on the topic of Acute pain and inflammation. Acute pain is experienced by millions of Canadians everyday where 66% say it impacts their quality of life*. Pharmacists play an important role in helping patients manage their acute pain and it starts with understanding their pain & when Voltaren may be a suitable treatment option.

CAPSI Competitions

- Date: October 19/20, 2021
- Location: Zoom
- Description:
 - Patient Interview Competition: October 19, 2021
 - Pull out your SMAP forms for your opportunity to conduct a full, 15-minute patient interview! Students will gather personal information, medical, and medication history to the best of their abilities.
 - Over-the-Counter Competition: October 20, 2021
 - This “self-care counsel” competition will present you with the challenge of gathering patient information and providing an OTC recommendation for the patient’s chief complaint... all in 10 minutes!

CAPSI Usask - IPSF Sticker Sale

- Date: October 4-16, 2021
- Location: Etsy Marketplace, @Allbetterstudio
- Description: The IPSF HIV/AIDS Awareness Sticker Sale was a partnership between one of our own 3rd-year pharmacy student’s creations through allbetterstudio and USask CAPSI. Prices of stickers ranged from \$2.50 to \$3.95 each, with \$1 shipping anywhere in Canada. In partnership with @allbetterstudio, 100% of the proceeds from our PrEP design will go towards the Canadian AIDS Society.

CAPSI Usask - IPSF Vampire Cup

- Date: Ongoing
- Location: Canadian Blood Services Locations
- Description: The Vampire Cup challenge is an International Pharmaceutical Students’ Federation initiative and a blood donation challenge between all 10 Canadian Pharmacy Schools! Since we aren’t able to do blood drives as a group this year, we have set up a donation code! This code will keep track of how many donations our college donates. This code can also be shared with friends and family! Our pledge this year is 75 units of

blood! We're also having a friendly competition with other Health Science colleges and we would love for you all to participate!

Wellness Wednesdays/Promotions Months:

- September: Wellness Wednesdays / October: Breast Cancer Awareness Month
- Date: Every Wednesday
- Location: Instagram
- Description: The CAPSI local council designs infographic posts each week to educate our members on certain topics themed around healthcare and wellness.

Upcoming Events:

CAPSI-PharmaChoice Advice for Life Competition

- Date: 11:59 PM MST November 10, 2021
- Location: Email/PowerPoint Presentation
- Description: CAPSI USask invites students to create a presentation on a pharmacy or health-related topic either intended for a community workshop, pharmacy in-service or a refresher for pharmacy staff as an entry into the AFL. Rules and requirements were sent via our weekly emails.

CAPSI Student Literary Competition

- Date: 11:59 PM MST October 31, 2021
- Location: Email
- Description: CAPSI USask invites students to write an essay about a topic that is of current interest to the pharmacy practice. Rules and requirements were sent via our weekly emails.

Guy Genest Passion for Pharmacy Award

- Date: 11:59 M MST November 13, 2021
- Location: Email
- Description: CAPSI USask has sent out an invitation to all UofS students inviting them to participate and apply for this award. This award is intended to recognize a student from each Faculty/ School of Pharmacy in Canada for their notable passion and dedication for the profession of Pharmacy. This event is hosted by our CAPSI Jr Representative.

Antimicrobial Awareness Week

- Date: November 18-24, 2021
- Location: Online
- Description: Host events throughout the week based on antimicrobial stewardship that include guest speakers, trivia, social media posts, and prizes. One bigger event will be in partnership with the College of Medicine.

Wellness Wednesdays/Promotions Months: November: Prostate Month Awareness Month /

December: Wellness Wednesdays

- Date: Every Wednesday
- Location: Instagram
- Description: The CAPSI local council designs infographic posts each week to educate our members on certain topics themed around healthcare and wellness. We will also be promoting a Pharmacy/Nutrition Movember campaign.

Mug Sales

- Date: Mid-November
- Location: Online
- Description: A very popular sale from last year that we are bringing back. Selling pharmacy and healthcare themed mugs just in time for Christmas.

University of Manitoba (S. Diocee/S. Choi)

Position Update:

CAPSI Welcome/Awareness week

- Welcomed first year class in with student buddy groups and CAPSI/IPSF presentations. Welcome presentation from PhMB for 1st year class.

CAPSI Welcome BBQ

- 50 students across 3 years attended welcome BBQ on Sept 15 th and distributed CAPSI notebooks to attendees. CAPSI Class reps and Jr/Sr distributed rest of notebooks to students.

RFTC

- 12 students across 3 years raised over \$2000. Met up at the forks and ran in person together on Oct 3rd .

Local Council Meeting

- Introduction to the new positions, plans for the year.

Textbook Sales

- RxFiles codes distributed, CPhA also distributed. No graduating class so few takers this year so far.

Upcoming Events:

CAPSI Competitions

- Date: Oct 31- Nov 6
- Location: UofM/Online
- Description: Competitions are all ongoing, will be completed early Nov to have marked and returned for deadline.
- Cost: \$20 x 6 for judges, \$20 x 2 for volunteer SPs, \$100 total (estimated).
- Support Needed from CAPSI National: None.

Compounding Competition

- Date: Winter Term - TBD
- Location: UofM in person (hopefully)
- Description: Looking to hold a compounding competition locally in winter term when all students would be back in person. Faculty is supportive with the idea and will work with them to arrange space, supplies, and content.
- Cost: TBD based on supplies already on hand
- Support Needed from CAPSI National: None

HIV Lecture

- Date: Nov TBD
- Location: UofM/Online
- Description: Found a speaker willing to talk on HIV, working to confirm content and date.
- Cost: speakers gift ~\$40
- Support Needed from CAPSI National: None

University of Waterloo (S. Goldstein/C. Huo)

Position Update:

Textbook Sale

- Date: October 11 to 31
- Description: Our Fundraising team organized the annual Fall Textbook Sale. UW CAPSI offered a discounted price on the CPS, CTMA, CPMA, Pharmacy Management in Canada, and RxFiles discount codes. The books will be shipped to students' homes or picked up at the School of Pharmacy.

Upcoming Events:

Student Exchange Program (SEP) Info Night

- Date: October 27
- Location: Zoom
- Description: We will be hosting a SEP Info Night led by Iryna Z., who recently went on a 2 week exchange to Costa Rica in August 2021. She will present on how to get involved with travelling abroad as part of SEP, as well as speak on her personal experience with the program. The target audience will be any students interested in international travel with CAPSI.

Annual Local Competitions

- Date: PIC – October 21, OTC – October 22, AFL & SLC – due November 5, Guy Genest – due November 8
- Location: Zoom
- Description: The interactive local competitions, PIC and OTC, will be held online once again this year. Our Competitions team has already contacted judges from the faculty members on the School of Pharmacy's Awards Committee. Advertisements for the PIC and OTC registration as well as the rules and prizes for the submission-based competitions have been posted and shared with the student body.

IPSF Health Week

- Date: November 1-5
- Location: Zoom & Instagram
- Description: The IPSF team is in the process of planning the annual IPSF week with the HIV/AIDS Awareness. We have recruited 3 speakers to present throughout the week – Dr. Denise Kreutzwiser (RPh) on Nov 1 st , Erin (HIV educator and patient with ACCKWA - AIDS Committee of Cambridge, Kitchener, Waterloo & Area) on Nov 2 nd , and Dr. Andrea Chittle (family physician) on Nov 4 th . There will also be a week-long social media scavenger hunt where participants take photos with various HIV/AIDS related items.

High Stakes Mock OSCE

- Date: November 27 to 28
- Location: Zoom
- Description: The annual High Stakes Mock OSCE is organized by the Waterloo Jr Rep to help the third year students prepare for the final OSCE of their last school term. All assessors, participants and standardized patients have been recruited for the event. Participants must be CAPSI members and there is a \$5 fee to join the event. There will be 4 cases this year covering a new prescription, a refill prescription, an ethical dilemma, and minor ailments/OTC case.

University of Toronto (M. Chaung/T. Udounwa)

Position Update:

**NOTE: With the 20-person capacity limit currently in place at our faculty building, CAPSI UofT plans to continue hosting events and competitions online until further notice.*

Ancient Indigenous Medicine - Symposium #1

- Date: September 29, 2021, 5:00-6:30 pm EST
- Location: Zoom
- Description: The event went smoothly and we had around 45 students in attendance. CAPSI at UofT thanks Dr. Jason Pennington and Kathy MacLeod-Beaver for their time and contribution.

- Topic: Indigenous Approaches to Holistic Health_

CAPSI x RxVigilance Student Demo

- Date: September 21, 2021, 6:00-7:00 pm EST
- Location: Zoom
- Description: The event was hosted in collaboration with RxVigilance, and Christoph and Laura were the two representatives that presented on the day of the presentation. The presentation and demo were prepared by RxVigilance. CAPSI Jr and Sr hosted and prepared the marketing materials and also provided the UPS points for the participants. All participants were able to obtain a free 30-day student demo from RxVigilance and also a discounted yearly price as well. The event was a success with over 70 UofT students participating.

CAPSI UofT Local Council Meeting

- Date: September 29, 2021, 8-9 pm EST
- Location: Zoom
- Description: Following the First Year Pharmacy Student Class Council Elections, CAPSI at UofT held its first council meeting on September 29. The First Year CAPSI Reps were welcomed at this time. The Senior Rep also shared the anticipated timeline for the school year with all class representatives.

CAPSI Notebooks

- Date: Ongoing
- Location: Leslie Dan Faculty of Pharmacy Building, U of T
- Description: We received the CAPSI notebooks in September and we have been handing them out at our CAPSI events since then. We have received 3 boxes of notebooks (approximately 300 notebooks) and we have handed out about 1 box up to date. We continue to distribute it at our school and allow students to pick one up at the study rooms at our pharmacy building. Through an honors system, we are asking students to only pick up one notebook only.

CAPSI Competition

- Date: October - November
- Location: Zoom
- Description: Ongoing local competitions for UofT students. We have created a facebook event page for our competitions: <https://fb.me/e/1OQ3YOWUP>. Tentative dates are all set for all our competitions to meet the November 15th, 2021 National Deadline for local competition winners.

Upcoming Events:

Patient Interview/Over-The-Counter Competitions

- Date: October 21, 2021, 5:30-8:00pm EST
- Location: Zoom
- Description: CAPSI at UofT plans to host these annual competitions, one of CAPSI's staples, to provide UofT pharmacy students with the chance to practice their pharmaceutical care skills. This competition is being planned by our Third-Year CAPSI Representatives, with support from the Junior and Senior Reps.
- Cost: \$20 x 6 judges + \$10 x 6 actors = \$180 giftcards (tentative budget)
- Support Needed from CAPSI National:

CAPSI x Pharmacy Legislative Week (PLW): Self-Sustainability Week

- Date: October 25-29, 2021
- Location: Online

- Description: We have previously collaborated with PLW, an American pharmacy advocacy association, during PAM 2021. The United States has two similar PAM weeks called Pharmacy Legislative Week (PLW) , that occur during the last week of October and March. During Fall, we look forward to hosting events all through the week of October 25 on the topic of self-sustainability. We are hosting a Self-Sustainability Week and it would include a movie night, fitness activity, games night and a panel held via Zoom titled Turnout for Burnout: A Panel on Self-Sustainability. Through this panel we hope to support Canadian and American pharmacy students who may experience any form of emotional, mental or physical exhaustion. We also have a University of Toronto Professor, Professor Jamie Kellar, to participate and represent our school in this International Panel. We are also in discussion of collaborating during our PAM 2022 again by doing a similar Social Media Event on marginalized communities. This week-long is being planned by our Second-Year Representatives, in collaboration with the Junior and Senior Reps and the PLW Team. CAPSI UofT may also join forces with some UofT Pharmacy Student Groups, such as the Pharmacy Dragon Boat Club.
- Cost: Daily prizes for the week (4 days) x \$10 = \$40 giftcards

CAPSI-PharmaChoice Advice for Life Competition

- Date: November 1, 2021 (Submission Deadline)
- Location: Email/PowerPoint Presentation
- Description: CAPSI UofT has sent an invitation to all UofT pharmacy students inviting them to create a presentation on a pharmacy or health topic that is intended for a community workshop, pharmacy in-service or a refresher for pharmacy staff as an entry into the AFL Competition. Details have been communicated via email.

CAPSI Student Literary Competition

- Date: November 1, 2021 (Submission Deadline)
- Location: Email
- Description: CAPSI UofT has sent an invitation to all UofT pharmacy students inviting them to write an article on a topic that is of current interest to pharmacy practice as an entry into the SLC Competition. Details have been communicated via email.

Guy Genest Passion for Pharmacy Award

- Date: November 5, 2021 (Submission Deadline)
- Location: Email
- Description: CAPSI UofT has sent out an invitation to all UofT students inviting them to participate and apply for this award. This award is intended to recognize a student from each Faculty/ School of Pharmacy in Canada for their notable passion and dedication for their profession of Pharmacy. This event is hosted by our CAPSI Jr Representative.

Pharmafacts Pre-Bowl

- Date: TBC
- Location: Zoom
- Description: CAPSI at UofT looks forward to hosting this pharmacy trivia night. The competition is being planned by our First-Year CAPSI Representatives, with support from the Junior and Senior Reps. Our 1st year representatives will be using the questions provided by CAPSI National. There will also be rounds of fun trivia pharmacy questions that are non- clinical based for students to win fun prizes such as backpacks, water bottles and more.

Université de Montreal (A. Le/P. Borzooyan)

Position Update:

- RxFiles Sales
- CAPSI Mugs Sale
- CAPSI secretary election
- Local Competitions
- World Pharmacist Day: Photobooth + Mug sale
- World Congress:
 - Meeting with UBC + President about requirements on national bidding
 - Meeting with local IPSF and local CAPSI committee to prep for national bidding
 - Communicate with the faculty about their support during World Congress

Upcoming Events:

Pumpkin decoration (collab with local wellness committee i.e. Comité Ca Va)

- Date: 28 Oct
- Location: UdeM
- Description: Pumpkin carving + decorating. With insta competition.
- Cost: 50\$
- Support Needed from CAPSI National: None

Université Laval (S. Boudhine/H. Idrissi)

Position Update:

- Local Competitions Organization
- Collaboration with IPSF for WPD
- Wellness Week Organisation
- Local council Meeting : Organization of the semester, description of tasks

Upcoming Events:

Vampire Cup

- Date: February
- Location: ULaval
- Description: Blood Donation Campaign, Collaboration with IPSF
- Cost: 0\$
- Support Needed from CAPSI National: None

Local Competitions

- Date: Nov. 11 & 12 2021
- Location: ULaval/ Online
- Description: Competitions ongoing, will be completed by mid-november
- Cost: Varies according to the competition
- Support Needed from CAPSI National: None

Dalhousie University (N. Fatima/N. Barkhouse)

Position Update:

Textbook Sale

- Date: September 26th, 2021
- Location: Virtual
- Description: We held our annual textbook sale and received a lot of orders. Textbooks were ordered online via a Google form and students will be able to pick up their orders in the pharmacy building.
- Support Needed from CAPSI National: Textbook form

Advice for Life Competition

- Date: Nov 3rd, 2021

- Location: Virtual
- Description: Will taking submissions for the AFL competition until November 3rd. A judge has been selected to evaluate the submission
- Cost: \$400 for winner + gift cards for judges
- Support Needed from CAPSI National: competition materials

Student Literacy Competition

- Date: Nov 1st, 2021
- Location: Virtual
- Description: Submissions for the SLC until November 1st, 2021. A judging panel has been selected.
- Cost: \$250 for winner + gift cards for judges
- Support Needed from CAPSI National: All the competition materials have been provided.

PIC/OTC Competitions

- Date: Oct 29th, 2021
- Location: Virtual/in person pending
- Description: Will be taking place on Oct 29th and may be in person if a room in the pharmacy building can be booked. Faculty is allowing us to hold it in person.
- Cost: \$250 for the winner + gift cards for judges
- Support Needed from CAPSI National: All the competition materials have been provided.

Guy Genest Award

- Date: Nov 5th, 2021
- Location: Virtual
- Description: Applications are due November 5th and will be reviewed by the Awards Committee during the week of Nov 15-19 to determine the recipient.
- Cost: \$400 from National and \$100 locally.
- Support Needed from CAPSI National: All the competition materials have been provided.

Collecting Km's from Coast to Coast

- Dates: September 27th, 2021 to October 17th
- Location: Virtual
- Description: Athletes track their walking/running/biking through Strava and Charity Miles throughout these three weeks and input these distances in a Google Doc each week to contribute points towards school and individual awards
- Cost: \$50 donations given from each school for a chosen charity for the winning school.
- Support Needed from CAPSI National: N/A

Upcoming Events:

Compounding Competition

- Date: TBD
- Location: Pharmacy building
- Description: For the compounding competition, faculty is allowing to hold it in the lab given that students will be wearing procedural masks and face shields and have enough distance apart.
- Cost: prize money + gift card for judges
- Support Needed from CAPSI National: still awaiting more competition details

Dal's Next Top Pharmacist

- Date: TBD
- Location: In person pending
- Description: Even with no PDW, we would like to keep this tradition going at our school. Currently, due to the recent homecoming (super spreader) event it is unlikely faculty will

allow us to hold a gathering at this time. However, we may look to the spring to hold this event.

- Cost: variable

Memorial University of Newfoundland (C. Coles/M. King)

Position Update:

CAPSI Awareness Week

- Date: September 20-25, 2021
- Location: MUN School of Pharmacy
- Description:
 - Meet your Council Monday: First- and Second-Year Lunch and Learn, Introduced local council on social media
 - Take Over Tuesday: Melanie (MUN Jr.) did a takeover on the @mun_pharmacy Instagram page about CAPSI, Held a bake sale and ribbon fundraiser for Run For the Cure
 - Winning Wednesday: Had an Instagram bingo about CAPSI and had our membership draw
 - Textbook Thursday: Deadline for CPhA textbook orders and we were supposed to have out WebEx Vigilance presentation but had to reschedule and are in the process of doing so
 - Freebie Friday: Distributed CAPSI notebooks and softball tournament shirts
 - Softball Saturday: Saving Second Base Softball Tournament for Run for the Cure

Disney Trivia Run for the Cure Fundraiser

- Date: September 27, 2021
- Location: MUN School of Pharmacy
- Description: Kahoot trivia fundraiser

Run for the Cure

- Date: October 3, 2021
- Location: Virtual
- Description: Participants walked individually, we raised \$1679 dollars and received the Post-Secondary Challenge Award for St. John's.

CAPSI Elections

- Date: October 5, 2021
- Location: Virtual
- Description: elected out First year Liaison, Recruitment Officer and CAPSIL Rep

Rx Files Sale

- Date: October 7, 2021
- Location: Online
- Description: order via google forms

Busting myths of Birth Control Symposia

- Date: October 19, 2021
- Location: MUN Medicine Auditorium
- Description: WebEx Presentation streamed of OBGYN Dr. Katrina Zefkic. Online viewing options were available for students away on APPE placements.

Upcoming Events

Local CAPSI Competitions

- Date: October 27, 2021
- Location: MUN School of Pharmacy

- Description: Patient Interview Competition (PIC) and OTC Competition
- Cost: Prize money + variable other expenses
- Support Needed from CAPSI National: N/A

Advice for Life, Student literacy Challenge (SLC) and Guy Genest Competitions

- Date: November 1, 2021
- Location: Virtual
- Cost: variable
- Description: Entries emailed to Caitlyn (MUN Sr.)
- Support Needed from CAPSI National: N/A

Career Fair

- Date: TBD
- Location: TBD
- Cost: variable
- Description: Just elected recruitment officer recently and with midterms just clueing up hoping to start planning this soon.

Executive Council Updates

President (W. Boudreau)

Position Update:

- Send email to the deans
- Meeting with SSS, LCL and CFP
- Organization of National Competition, In-person meeting
- Send email to local about IPSF World Congress, Textbook sale/Rxfiles, January In-person meeting
- Sign Vigilance Santé contract
- Contact all students for the ad-hoc committee for January Virtual event
- Review with Minahil (VP Comm) which sponsors as a current contract (and remove old ones)
- Make sure we have all contracts sign in the drive (still going on)
- Finding potential sponsors with Christine (Pres-elect) and Minahil (VPComm) (found Loblaws!)
- Review and prepare Back to school post with Angel (Webmaster)
- Review Website to make sure it is up to date (especially on Members only portal)
- Finalize sponsorship package for this year
- Reevaluation of Posting procedures
- Revision of OM
- Reevaluation of CAPSI Insurance policy

Upcoming Events:

Meeting with Loblaw

- Date: To be confirmed
- Location: Zoom
- Description: Meeting with Loblaw (Jeff and signature)
- Cost: 0
- Support Needed from CAPSI National: N/A

January Virtual Event Meeting

- Date: To be confirmed
- Location: Zoom

- Description: January virtual event meeting
- Cost: 0
- Support Needed from CAPSI National: N/A

AGM/AGA

- Date: To be determined
- Location: Zoom
- Description: AGM/AGA
- Cost: 0
- Support Needed from CAPSI National: N/A

PDW2023 PC Meeting

- Date: To be determined
- Location: Zoom
- Description: PDW2023 PC meeting
- Cost: 0
- Support Needed from CAPSI National:N/A

President-Elect (C. Vaccaro)

Position Update:

- Working to finalize January virtual event
- Wellness Weeks 1 and 2 complete
- Student recognition initiative beginning in November
- Attended meetings with PharmaChoice, Loblaw, SSS, UpToDate, IPSF/World Congress, Will, TJ, and Hannah
- Contacted lawyers regarding bylaw amendments
- Edited letter to the dean
- Finding potential sponsors with Minahil and Will

Upcoming Events:

- N/A

Past-President (M. Patrick)

Position Update:

- Not applicable

Executive Secretary (M. Hopkins)

Position Update:

- Completed
 - Finished meeting minutes for August meeting
 - Finished meeting minutes for October executive meeting
 - Prepared agenda for November meeting
 - Reviewed OM and Bylaws with CRC
 - Finalized Election Process
 - Created Election advertising materials
 - Organized Membership and Communications meeting (November 7th)
 - Created Membership and Communications Crossword and ran contest
 - Created and published edition #1 of the CAPSI Chronicles
 - Answered email questions from prospective CAPSI members/international students/pharmacists
 - Created an anonymous feedback form and published it

- In Progress
 - Elections (advertisement, collecting applications, answering questions, etc)
 - Monitoring anonymous feedback form
 - Update Membership Drive
 - CAPSI Chronicles Edition #2

Finance Officer (T. Dhadial)

Position Update:

- Completed:
 - Completed filing of CAPSI's yearly financial reports with the accountant
 - Made payments for CAPSI's expenses including GST installments, lawyer fees, accountant fees, Mormark invoice for notebooks, etc.
- Ongoing:
 - Supporting executive council members in their budgetary planning
 - Approving subcommittees related expenses
 - IPSF Congress related expenses
 - Working with the Presidents in planning the in-person January meeting
 - Submitting monthly invoices to the accountant.
 - Providing reimbursements for CAPSI related expenses – SEP, subcommittees' contest gift cards, etc.
 - Reviewing CAPSI's corporate insurance contract.
- Upcoming Events:
 - N/A

Outgoing Finance Officer (G. Sicotte-Mendoza)

- Not applicable

VP Communications (M. Rafiq)

Position Update:

- Contracts FINALIZED:
 - Medisca
 - CPhA
 - CU Ads & Belair (courtesy to William)
- Have contacted and IN PROCESS of finalizing contracts for:
 - CFP
 - Trudell
 - RxFiles
 - Pharmachieve
 - Pharmachoice

** Each sponsor was contacted during the summer but as there can be significant delays on the side of the sponsors, each contract can take up to several weeks**

- Notebooks have been received at all 10 schools. Will need to gage how uptake was so for next year we can plan accordingly

Upcoming Events

- N/A

Outgoing- VP Communications (S. Vos)

Position Update:

- Not applicable

VP Education (H. Saunders)

Position Update:

- Completed
 - Wrote PIC/OTC cases. Had them reviewed by CRC and a pharmacist.
 - Updated information and documents for Guy Genesy
 - Updated information and documents for SLC
 - Sent award of professionalism documents to CPha
 - Met with a group from pharmachoice re: AFL. Worked with them to finalize AFL documents and information
 - All local competition materials and Guy Genest Materials distributed to locals
 - Met with Will/Christine to discuss national competitions
 - Met with Loblaws to discuss sponsorship for PIC
- Upcoming
 - Finalize winner for summer FoP
 - Collect winners of local competitions from locals
 - Receive AoP winner from CPhA
 - Begin writing cases for National PIC and OTC competitions--have reviewed by pharmacist
 - from Loblaws, one faculty member and CRC.
 - Synthesize mock OSCE cases
 - Finalize judges for national SLC
 - Finalize judges for National PIC/OTC
 - Finalize SP's for national PIC/OTC
 - Send AFL submissions to Pharmachoice
 - Send form to locals to receive feedback on local PIC/OTC cases

Webmaster (A. Nong)

Position Update:

- Completed:
 - Member's portal update has been completed
 - Collaborated with RXVigilance and HASU marketing team to promote benefits to members
 - Created new social media and translation guidelines and revised social media request posting spreadsheet
 - September health initiative completed
 - October health initiative (will be completed by the time of this meeting)
 - Contacting pharmacists for career series - anticipated launch is end of November or early December
 - Working on collecting information for Antibiotic Awareness Week - this will be the focus for
 - November health initiative

Upcoming Events

November Health Initiative - Abx Awareness

- Date: November 18-24th (2 days in this week)

- Location: Instagram
- Description: We will be sharing a quiz and infographic about antibiotic awareness week on Instagram as part of our monthly health initiative
- Support Needed from CAPSI National: We will need help promoting our project (especially with quiz participation) please continue to share our post if you're tagged in it

CAPSIL promotion / Student Recognition Initiative

- Date: Various dates in November (specified on social media spreadsheet)
- Location: Instagram
- Description: We will be creating a countdown to CAPSIL release and highlight of articles featured in the CAPSIL. We will be sharing the student recognition initiative created by Christine.
- Support Needed from CAPSI National: Please continue to share our post if you're tagged in it

CAPSIL Editor (W. Tran)

Position Update:

Fall CAPSIL 2021

- Date: Ongoing
- Location: N/A
- Description: I reached out to people that manifested their interest in having an article featured in the Fall CAPSIL. I am currently waiting for some more articles before I start working on the translation of all the articles with the Translation Committee.

Student Wellness Weeks (Student Wellness Committee)

- Date: August to October 2021
- Location: N/A
- Description: I worked with Camille and Emma on the content of the Student Wellness Week #2 : Arts and Crafts, more specifically on the infographic on student wellness tips. I also helped translating all the content in French

Upcoming Events

Fall CAPSIL 2021

- Date: Ongoing
- Location: N/A
- Description:
 - Email the sponsors to inform them of their ad space in the CAPSIL
 - Design the cover page of the Fall CAPSIL
 - Contact Translation Committee to help translate all the articles in the Fall CAPSIL
 - Publish Fall CAPSIL on Issuu
 - Create infographics to promote the Fall CAPSIL (countdown + preview of the articles)

IPSF Liaison (R. Huang)

Position Update:

- Completed:
 - Hosted pre-mandate meeting with all IPSF Locals and shared requirements and Health Campaign theme with them.
 - Meet with Canadian Blood Services to discuss Vampire Cup collaboration.
 - Confirmed collaboration with A2M2.
 - Participated in IPSF PPAC Poster Competition.

- Created @capsil emails for all IPSF Locals.
- Collaborated with NAPSA, Australia for their WPD Campaign.
- Launched WPD Social Media Campaign.
- Submitted 4 Activity Reports to the CP Forum and answered questions from other member organizations.
- Met with schools interested in hosting WC and answered questions.
- Liaised with Health Campaign judges regarding rubric, deadlines, and gift cards.
- Disseminated information from IPSF to Locals to share with their schools (i.e., Call for the IPSF Team, Call for the PARO Team).

Upcoming Events

IPSF Locals Meeting

- Date: Mid to Late November
- Location: Zoom
- Description: Jenna (SEO) and I will be meeting with all IPSF Locals to discuss how the first semester went, answer questions, and prepare for the upcoming SEP. Locals will be required to submit position updates prior to the meeting.
- Cost: \$0
- Support Needed from CAPSI National: None

Student Exchange Officer (J. Melanson)

Position Update:

- Gathered testimonials from outgoing SEP students.
- Completed Biweekly SEP promotion on social media platforms including Instagram, Facebook and CAPSIL.
- Accepting SEP student applications on SEP database.
- Attended meeting regarding World Congress.
- Began searching for potential SEP host sites in Canada.
- Received transition from Chairperson of student exchange (October 2021-October 2022) regarding quota and financial obligation

Upcoming Events

- Co-authoring CphA submission with IPSF liaison on an IPSF topic.
- Local IPSF representative mandate meeting (November 2021, date to be determined).
- SEP selection committee meeting (January 2021).

Outgoing Student Exchange Officer (M. Kieley)

Position Update:

- Not Received

VP Professional Affairs (M. Fyith)

Position Update:

- Completed:
 - Finished the Indigenous scholarship guide and had it translated
 - Created a “Letter for the Deans” that William used to present our proposal to implement
 - Indigenous scholarships for pharmacy students
 - Meet with various professors and pharmacy board members to discuss the Advocacy

- Toolkit and get their expertise on system-level change in pharmacy
- Exchanged resources with professors for the advocacy committee
- Met with the January Virtual Event committee and joined their group
- Arranged for another meeting with Steven to go over debate procedure
- Going forward, I will be discussing the advocacy committees role in the virtual event when we meet next (contribute to hot topic ideas, help run the debate, create canva promo)
- Attended the executive meeting on October 20, 2021
- Invited new members to the slack channel and sent out a poll for meeting dates

Upcoming Events:

Meeting with Advocacy and Professional Affairs Committee

- Date: Saturday, October 31 at 10:00 am MST
- Location: Zoom
- Description: Meeting with Advocacy and Professional Affairs Committee
- Cost: \$0
- Support Needed from CAPSI National: Zoom link from William

CSHP Liaison (A. Krupski)

Position Update:

- Not filled in