



C A P S I • A C E I P

Unity – Professionalism – Advocacy – Academics – Excellence

Virtual June Meetings

CAPSI National Council Meetings

Saturday, June 6th - Sunday, June 7th, 2020

Day 1: Saturday June 6th, 2020

Location: ZOOM

10:00am - 12:00 PM, 1:00pm - 3:00pm MST

1. Call to Order

M. Patrick

M. Patrick called the meeting to order at 10:02 AM MST.

2. Attendance (5 min)

J. Young

Name	Position	Attendance
M. Patrick	President	Present
W. Boudreau	President-Elect	Present
J. Kwon	Past-President	Present
D. Low	Outgoing Finance Officer	Present
G. Sicotte-Mendoza	Finance Officer	Present
M. Contreras	Outgoing VP Communication	Absent
S. Vos	VP Communications	Present
D. Bergeron	VP Education	Present
L. Symonds	VP Professional Affairs	Present
J. Young	Executive Secretary	Present
M. Kieley	Student Exchange Officer	Absent
M. Suon	IPSF Liaison	Present
S. Litchmanova	Webmaster	Present
A. Tu	CAPSIL Editor	Present
J. Kelly	CSHP Student Liaison	Present
C. Ma	UBC Junior Representative	Present
T. Dhadial	UBC Senior Representative	Present
R. Hanson	Alberta Junior Representative	Present
A. Chadha	Alberta Senior Representative	Present
L. Lueken	Saskatchewan Junior Representative	Present

E. Zerr	Saskatchewan Senior Representative	Present
S. Diocee	Manitoba Junior Representative	Present
C. Vaccaro	Manitoba Senior Representative	Present
S. Goldstein	Waterloo Junior Representative	Present
K. Shchepanik	Waterloo Senior Representative	Present
M. Chaung	Toronto Junior Representative	Present
K. Miclat	Toronto Senior Representative	Present
A. Le	Montreal Junior Representative	Present
T. Duong	Montreal Senior Representative	Present
S. Boudhine	Laval Junior Representative	Present
P. Sanjab	Laval Senior Representative	Present
R. McLean	Dalhousie Junior Representative	Present
H. Saunders	Dalhousie Senior Representative	Present
C. Coles	MUN Junior Representative	Present
S. Schuhmacher	MUN Senior Representative	Present

3. President's Address

M. Patrick

M. Patrick recited the mission, vision and values of CAPSI.

4. Dissolution of CAPSI National 2019-2020 Council/Formation of CAPSI National 2020-2021 Council

M. Patrick

BIRT we dissolve the CAPSI National 2019-2020 Council and form the CAPSI National 2020-2021 Council, including all members listed in the Virtual June Meetings CAPSI National Council Meeting Attendance.

M. Patrick/J. Kwon

Motion Carried

5. 3 Stars of CAPSI (3 min)

M. Patrick

1. J. Young
2. G. Sicotte-Mendoza
3. S. Vos

6. Review of Robert's Rules (5 min)

W. Boudreau

Quick Reference: [Link](#)

Presentation: [Link](#)

7. Acceptance of Previous Minutes

M. Patrick

[Spring TC 2020 Meeting Minutes](#)

BIRT CAPSI National accept the minutes from the Spring 2020 Teleconference on March 29, 2020.

M. Patrick/A. Chadha

Motion Carried

8. Year End School Reports

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

9. Executive Reports

President

See Annex

President-Elect

See Annex

Past President

See Annex

VP Communications

See Annex

VP Professional Affairs

See Annex

VP Education

See Annex
Finance Officer
See Annex
VP Professional Affairs
See Annex
Executive Secretary
See Annex
CAPSIL Editor
See Annex
IPSF Liaison
See Annex
Student Exchange Officer
See Annex
Webmaster
See Annex

10. Proposed 2019-2020 Budget Review/Presentation (15 min) G. Sicotte-Mendoza

Background: Time allotted to introduce the new Finance Officer for the 2020-2021 year, review last year's finances, present the budget for the 2020-2021 year, engage in questions/discussion regarding the proposed budget and decide on whether to accept, amend, or dismiss the proposed budget.

Budget: [Link](#)

Presentation: [Link](#)

BIRT CAPSI National approves the 2020-2021 budget.

M. Patrick/D. Low

Motion Carried

11. Financial Communication Update (2 min) G. Sicotte-Mendoza

Background: Email, Facebook Page, SLACK

Gabrielle has created communication media on SLACK for national council members to keep in touch with the various finance officers. Please use this to communicate with each other about all financial situations.

M. Kieley entered the meeting at 10:53 AM MST.

12. Bank of Resources (10 min) D. Bergeron

Background: As mentioned in my electoral platform, I would like to create a database of resources (guidelines, important studies for our practice, references, etc.) accessible to all our members. I see this project as an opportunity for our members to be more involved nationally and I would really love to have the participation from students from across Canada to build this bank of resources. What are your thoughts about this? Also, one of my concerns is to find which platform could host this bank of resources and be accessible only to our members. Any feedback about this?

J. Kwon comments it would be good to have it on the Members-Only Portal. If in a Drive, anyone could access it. However, will likely be shared among students regardless. Having on Members-Only Portal would at least provide a level of security.

A. Chadha adds that if we are uploading studies, we would have to link them and get access through individual Universities. Potential issues if downloading studies and then uploading them to the resource bank.

S. Vos comments that the Members-Only Portal is coordinated by CPhA and it takes time to upload to it. Has to be approved by us, then uploaded by CPhA. However, if delay isn't an issue, then this would be great. Issue of security and also being able to add/delete as we please.

M. Patrick questions whether this is something that will provide benefits to our members. Do respective schools already have something similar to this? Do we foresee this being useful? What do we want to see on the bank of resources?

J. Kwon adds that having done rotations, these are helpful, however the resource may get overcrowded, especially if anyone can edit/add resources. May become overwhelming, and we will also have to update guidelines as new ones become available. Also may appear that CAPSI is endorsing controversial articles if they are uploaded.

H. Saunders questions what would be on the resource bank. Articles of interest, link(s) to resources where you can find information? Dal has a Drug Information Resource where the Faculty puts together links to databases, in addition to clinical practice guidelines. All Dal students familiar with this as it's commonly used in school. May not be well utilized at Dal depending on what it includes.

C. Vaccaro echoes J. Kwon and H. Saunders. Would have to be unique for students to use it. May be able to replace symposiums for topics not well covered in school, have a committee to put this together.

E. Zerr echoes C. Vaccaro and H. Saunders.

W. Boudreau agrees with J. Kwon that there are already a lot of apps, websites, and resources already readily available. Has to be something that can be used quickly during placements, like an app.

G. Sicotte-Mendoza feels it would be beneficial to determine what schools have what resources to determine where there may be gaps.

S. Schuhmacher echoes above. If we go forward with this, it would be beneficial to bring first year practice teachers in to let students know about this. Get students used to it in first year as it will likely be utilized more if students are exposed to it early.

TJ Dhadiyal notes it needs to be kept organized and up to date. UBC has a library resource. Appropriate if we can have everything in one place, not endorsing anything, with disclaimer to use as you see fit.

S. Litchmanova comments that many resources require additional access (RxTx, Lexicomp, etc.). Are we thinking about these big resources? Or are we thinking about adding scarce things like new guidelines that may be harder to find?

D. Bergeron states the goal was for people to share the resources they use as it is different in each province. Goal was to unify everything, get to know what other provinces are using (apps, guidelines). Will review the above and will propose platform/resources at Summer TC.

13. Master's Students Being CAPSI Members (15 min)

D. Bergeron

Background: In Quebec, we need to complete a master's degree in advanced pharmacotherapy in order to practice as a hospital pharmacist after our PharmD. Should we include Quebec Master's students as general student members of CAPSI or as pharmacist members?

S. Vos states it would be good to include master's students from across the country, as well as students doing residencies. Good way to connect people who have higher education. Supports having these students being CAPSI student members and therefore may increase membership.

J. Kwon notes master's students in Montreal are equivalent to residency students across Canada.

G. Sicotte-Mendoza comments membership fee should be the same as for general student members (\$15.00 + tax). Could also promote new graduates to apply as non-student members to CAPSI.

D. Low questions how graduated students would reach out to acquire this membership in a concise manner. Would senior representatives absorb this responsibility?

J. Kwon notes that we could add an extra year for free if you re-register prior to graduating - i.e. would be a member upon graduating for 1-2 years.

D. Bergeron notes that we will need to amend the OM if we choose to include master's students and residency students in the general student membership category. Inquires if council should pass this now or refer to the Constitution Review Committee (CRC)?

J. Kwon feels this item should be referred to the CRC.

M. Kieley questions whether this would be for pharmacy students who first have a BSc Pharm/PharmD degree or whether it would be for all master's students in pharmacy faculties.

M. Patrick notes we will refer this to the CRC, create a proposal, and receive feedback from council and locals.

BIRT CAPSI National refers this agenda item to the CRC to be reassessed at the Summer 2020 TC.

**M. Patrick/D. Bergeron
Motion Carried**

S. Schuhmacher left the meeting at 11:17 AM MST.

14. Work Conditions and Salaries of Pharmacy Students (15 min) D. Bergeron

Background: To better advocate for our students, I think it would be beneficial to have a better understanding of work conditions and salaries of pharmacy students working in a pharmacy (community and/or hospital) throughout the completion of their degree (I don't think we have access to this information right now). I was planning on doing a national survey during the summer. Do you think this is something that would be relevant and that it would help our members better advocate for themselves as we seek more unity and uniformity among pharmacy students across Canada?

C. Vaccaro thinks this is a great idea. For Western Canada, pharmacy students are hired in a variety of ways. Have to be aware of this in terms of wording questions. Doesn't anticipate companies will be very accommodating of this.

L. Symonds notes significant differences in pharmacy student wages across Canada. Economies are very different across Canada, so information from survey might not be applicable across the board.

D. Bergeron notes that the goal is not to change or argue wages, but to understand work conditions, impact on mental health.

M. Patrick adds that members may perceive the data differently than we intended. May be used by students in other provinces to attempt to increase their wage.

S. Vos notes survey would have to be very detailed. Would have to take into account what pharmacy students in each province are doing in their job, in addition to what each pharmacy is having their students do. Some pharmacy students act as assistants, others complete care plans, give injections. Also notes that pharmacist wages differ between provinces.

H. Saunders notes that while students are learning at work, we may be overstepping by asking companies about working conditions/wages. May be beneficial to start with practicum assessments in terms of what was learned, how certain schools run their rotations.

S. Schuhmacher re-entered the meeting at 11:19 AM MST.

G. Sicotte-Mendoza comments that in Quebec, there are guidelines as to what pharmacists should be paid, but there are not similar guidelines for students. May be beneficial to separate by community, hospital, industry to determine what tasks people are doing, what can be expected. Could also add minimum wages for each province.

M. Patrick notes Derek can reflect on these comments to determine how to educate Quebec members on what is going on in Canada. In Edmonton, quite set in stone regarding what is going to happen/what wages are going to be. Suggests Derek creates a survey to propose to council with questions that would be beneficial to inform Quebec students. To be reassessed at Summer TC.

A. Tu left the meeting at 11:27 AM MST.

P. Sanjab left the meeting at 11:27 AM MST.

P. Sanjab re-entered the meeting at 11:29 AM MST.

A. Tu re-entered the meeting at 11:29 AM MST.

15. Slack Access and Use (3 min)

S. Litchmanova/M. Patrick

Background: I would like to address Slack and make sure that everyone has access to it. For those people who do not have email access to Slack please contact me. The purpose of Slack is to ask questions, post reminders, etc. However, please remember to utilize your email accounts for specific points of information, such as locating documents and action items. Keeping a record on your CAPSI email account allows these conversations to be utilized for reference in the future and for turnover purposes. Any questions via Slack or text that are pertinent to your positions should be documented in email.

S. Litchmanova adds that if anyone would like individuals outside of CAPSI/previous CAPSI representatives to have access to Slack, please contact her. So far, have 3 private channels for Seniors, Juniors, Executive Council. Feel free to make your own channels, which can be private or public. Social media channel can be utilized if anyone would like Svetlana to post on CAPSI National social media accounts.

L. Symonds inquires as to what types of conversations should be reflected via email.

M. Patrick clarifies that emails are for anything official, such as items discussed during meetings and TCs. Also allows individuals transitioning into positions to have a history of what has happened. If a paper trail is not required, then Slack can be used. For example, when reaching out for reimbursement requests, reaching out to pharmacy Associations, this should be done via email.

S. Litchmanova notes that the good thing about transitioning to Slack is that it will retain information/files because CAPSI emails were used. Also keep in mind that all conversations on Slack will be available to future position holders.

M. Patrick notes that if you are just trying to reach the National Council, you should be using the locked CAPSI National 2020-2021 thread.

16. Social Media Timelines (10 min)

S. Litchmanova

Background: I would like to go over the social media timelines and see if people have ideas on how to continue our social media presence this upcoming year! In previous years we had mental wellness days, IPSF days, and Fun Fact Friday's. I would like to take the opportunity to hear the council's thoughts.

S. Litchmanova proposes to keep the above days (wellness, IPSF, fun facts) in place this year. Would like to bring in school highlights from individual schools to share what everyone is doing, post more personable images versus Canva posts. Many undergrad accounts have done student/recent grad takeovers. May be interesting to do this, starting with CAPSI National Council. Can also do this with recent grads to showcase opportunities after graduation. More pictures of students to highlight our members. Also wants to move national position highlights, which are typically posed in November to promote elections. Would like to post these now and then in November make posts for actual applications versus position features. Posts to promote membership to past members after graduation at the end of the year.

S. Goldstein left the meeting at 11:37 AM MST.

L. Symonds left the meeting at 11:38 AM MST.

S. Vos adds that Membership Monday's have been done in the past and would like to keep this going as it is included in the sponsorship package - number of posts depend on sponsorship tier. Would like Instagram posts to be more geared towards students - ask sponsors for bio as to how they'd like to be promoted to students. Highlight what these sponsors can do for our students specifically.

S. Goldstein re-entered the meeting at 11:40 AM MST.

A. Tu adds that with the upcoming year being predominantly online, the use of social media to communicate CAPSI initiatives will be essential. Notes that the CAPSIL promotes some initiatives from each school (upcoming issue related to PAM), but not everyone reads the CAPSIL, so it would be beneficial to include these CAPSIL articles/features in posts.

L. Symonds re-entered the meeting at 11:42 AM MST.

S. Litchmanova encourages locals to tag the CAPSI National accounts for reposts. Agrees with promotion of CAPSIL to increase readership. Encourages council members to complete their biographies for the website so that update can be completed.

17. IPSF Health Campaign 2020/2021 (15 min)

M. Suon

Background: CAPSI National Council is to vote on an IPSF Health Campaign topic, as well as a charity for the chosen health topic. We are planning to conduct a Facebook poll on IPSF Local Representatives FB page to see which campaign they would be most excited to promote. Results will be shared during the meetings.

Potential Topics for the Annual IPSF Health Campaign Include:

- Tobacco Alert Campaign
 - The goal of this campaign is to make young individuals aware of the dangers of tobacco and involve them in the fight against it.
 - Possible Charities: Lung Association, Cancer Research Society, Canadian Cancer Society
- Anti-Counterfeit Drug Campaign
 - The goal of this campaign is to help healthcare students create advocacy campaigns to help combat the problems of counterfeit/substandard medications in their countries.
 - Possible Charities: ?
- Medication Awareness Campaign
 - The goal of this campaign is to improve awareness among healthcare students and other students about medications in different aspects.
 - Possible Charities: Drug Free Kids Canada
- Healthy Living and Diabetes Campaign
 - Done in 2019/2020
- Tuberculosis Awareness Campaign
 - Done in 2018/2019 year. The goal of this campaign is for healthcare students to share their knowledge as pharmacists and educate the public on the dangers of TB.
 - Possible Charities: Lung Association
- HIV/AIDS Awareness Campaign
 - The goal of this campaign is to spread HIV awareness and educate on prevention methods.

- Possible Charities: Canadian Aids Society, Canadian Foundation for AIDS research.

M. Suon notes that we should select a campaign that hasn't been done recently. When IPSF representatives were polled, they indicated interest in the HIV/AIDS and Tobacco Alert campaigns.

A. Chadha questions if there are opportunities for other topics to be included. Notes that with the current Black Lives Matter movement, it may be ideal to include a campaign regarding marginalized groups.

W. Boudreau questions if there is data to indicate which campaign topic would be most beneficial within Canada.

M. Suon indicates she will gather this information.

M. Kieley notes that IPSF has stated they are not taking a stance on Black Lives Matter. Comments that it has to be one of these campaign topics to count towards the IPSF Association of the Year Award, which CAPSI won last year.

L. Symonds comments that Healthcare for Marginalized Groups will be included as a symposia topic to be voted on during Day 2 of the meetings.

K. Miclat questions whether vaping will be included in the Tobacco Cessation campaign, as it is a common issue among youth.

M. Kieley notes that activities are not pre-prepared by IPSF, just counts towards the general topic selected. Are some promotional materials that can be used, but topic can be presented as each school sees fit.

K. Miclat indicates that the Anti-Counterfeit Drug Campaign may not be particularly relevant in Canada.

H. Saunders left the meeting at 11:58 AM MST.

H. Saunders re-entered the meeting at 12:00 PM MST.

Motion to recess until 1:00 PM MST.

M. Patrick/W. Boudreau

Motion Carried

M. Patrick called the meeting to order at 1:01 PM MST.

18. IPSF Health Campaign 2020/2021 Continued

M. Suon

BIRT the 2020-2021 CAPSI National Health Campaign topic will be Tobacco Alert and that the 2020-2021 CAPSI National fundraising efforts will contribute to the Canadian Cancer Society.

M. Suon/L. Symonds

Motion Carried

19. IPSF Information Session for 2020/2021 Year (10 min)

M. Suon

Background: Due to the pandemic many schools will still be operating remotely for the upcoming fall semester. U of A has confirmed that fall will be mainly remote. Fall semester is when local IPSF representatives give their schools a presentation that teaches students what IPSF is, as well as opportunities that IPSF presents (PARS, World Congress, WHA, and SEP). How can we make this information session 'remote learning friendly' in order to ensure that there will be CAPSI presence within IPSF assemblies such as WC/PARS? (It is a lot easier to interest people when a pizza lunch and learn is involved). Any ideas are welcome!

S. Litchmanova states that promoting on website and social media will be essential. Local reps could post to local social media regarding opportunities to ensure members don't miss information.

P. Sanjab indicates that at Laval, they have held lunch and learns in the past. This year, it was proposed to use gift cards for a prize draw as incentive.

A. Chadha states that depending on local budget, could provide large gift cards as incentive. Could also have IPSF reps upload a booklet on information so that members don't have to watch a video but still have access to the information.

E. Zerr indicates this will be discussed at the Senior/Junior meeting.

W. Boudreau indicates this could be incorporated into orientation/welcome day.

J. Kelly reminds of fatigue with online platforms. If first years are already using webinars for classes in addition to extracurriculars, this may be overwhelming. May be beneficial for multiple associations (CAPSI, CSHP, etc.) to hold 1 webinar to prevent fatigue.

T. Duong indicates that U de M's welcome day will be on Zoom. First day will be Faculty, second day will be student groups. IPSF planning on doing a PowerPoint presentation, which will then be available on the Facebook page after for those who could not attend.

20. Vampire Cup (2 min)

M. Kieley

Background: This past year, CAPSI donated 330 units of blood as part of the Vampire Cup! In particular, blood drive events were organized at University of Alberta, University of Saskatchewan, University of Montreal, Laval, Dalhousie and MUN. This is a huge accomplishment and I would like to encourage everyone to continue to organize blood drives to support this cause. Please note that blood drives organized by the local CAPSI council are also eligible to be entered into the Vampire Cup competition, as long as the Tracker Form is signed.

21. CAPSI & IPSF Social Media Accounts (3 min)

M. Kieley

Background: It has recently come to my attention that IPSF representatives are no longer able to use the IPSF official logo for their IPSF Instagram/Facebook pages for their schools. When discussing this issue, the IPSF PARO Chairperson suggested merging both CAPSI & IPSF accounts at each school in order to avoid confusion and increase unity. Therefore, I'm wondering if CAPSI local representatives would mind sharing their social media accounts with IPSF representatives to include IPSF information (some schools currently do this whereas others have separate pages).

M. Kiely inquires as to whether IPSF and CAPSI social media channels could merge. This will increase awareness of IPSF within CAPSI.

A. Chadha adds that at U of A, there are so many student groups that the lines are often blurred (CAPSI and IPSF benefits through becoming an APSA member). As such, IPSF local representatives have access to all of CAPSI Alberta's social media.

BIRT all CAPSI local representatives share their social media accounts with IPSF representatives effective immediately.

**M. Patrick/S. Litchmanova
Motion Carried**

L. Symonds point of clarification: Are we fully merging accounts (CAPSI/IPSF) or IPSF reps just having access to CAPSI pages. Will joining be visible or just adding IPSF reps as editors to account?

M. Kieley indicates that since IPSF falls within CAPSI, would just be sharing editing rights as it doesn't make sense for accounts to be separate.

22. PDW 2021 Update (7 min)

E. Zerr

Background: We have considered all options available to host a PDW 2021 and none of them ensure delegate safety nor financial security for CAPSI. Therefore, we have decided to postpone PDW in Saskatoon, SK until January 2023, as Toronto has already started planning PDW 2022. This decision least affects the planning of PDW 2022 and has the least financial loss for CAPSI. We assume that sponsorship will be hard to come by this school year and we would not be able to find sufficient funding to support our conference. Financially, PDW 2021 will cause at least a \$2,000 deficit. The costs in this \$2,000 deficit include the alternative social night payment (cultural centre), posters and business cards, bank fees, and the promotional video. This loss would remain at \$2,000 if we can keep the down payments that have been made (\$3,500 x 2) for the speakers in 2023. We must use these down payments on the same speakers we chose to have in 2021. This being said, Dr. Pandya is a scientist-astronaut and could be deployed to space. This deficit would be increased to \$5,500 if one speaker cannot be used, or \$9,000 if both cannot be used in 2023. Both the Hilton Hotel and TCU Place Conference Centre are allowing us to postpone the use of their facilities up to 3 years. We will be electing a new PDW 2023 planning committee starting in the fall. All of the current 2021 planning committee will graduate by 2023. We are all willing to effectively pass on our roles to the new committee and help as best we can. The announcement of postponement of PDW 2021 will be posted at an appropriate time. Our marketing officer thought it would get lost in all the social media feeds (re: COVID and #BLM). We have discussed posting it as soon as Monday. Is this too early? Not soon enough?

K. Miclat states that given the current climate, should be pushed back as event isn't on student's minds yet.

S. Litchmanova adds there is no harm in waiting a week or two, as no one has paid anything for PDW yet.

M. Patrick indicates that Executive Council has been in discussion regarding this, but acknowledges that this is the first time some of council is hearing about this. We are unsure if there is going to be a second wave of COVID, in addition to flu season. Additionally, the financial situation of our sponsors makes it difficult to go forward with sponsorship. If PDW was to be held without sponsorship, it could bankrupt the Association, which is in part why the decision was made to postpone PDW 2021 to 2023.

G. Sicotte-Mendoza indicates that most funds from sponsors are deposited in October, and at that point, it would be too late to cancel if we were unable to obtain sponsorship.

L. Symonds inquires as to whether CAPSI National could hold an in-person meeting in January despite PDW being cancelled.

G. Sicotte-Mendoza comments that this may come at a significant cost to the Association and that given uncertainty with sponsorship and membership, it may present financial difficulties.

K. Miclat adds that given the uncertainty around COVID, meeting in January may put CAPSI National at risk in terms of health and finance.

S. Litchmanova inquires as to whether speakers booked for PDW 2021 can host an online Zoom session if they are unable to be booked for 2023.

E. Zerr comments that this is an option that can be explored.

S. Vos adds that it was also proposed to have the booked speakers used for PDW 2022. Suggests postponing possible CAPSI National Council meeting to Summer/Fall to avoid safety risk.

BIRT CAPSI National refers the conversation about holding an in-person council meeting until the Summer TC.

M. Patrick/G. Sicotte-Mendoza

Motion Carried

23. PDW 2022 Update (7 min)

K. Miclat

K. Miclat indicates that due to uncertainty regarding PDW 2021 status, planning was postponed until a final decision had been made. PC will be meeting June 7th to continue planning. Confirms that speakers from PDW 2021 may be moved to PDW 2022 if there is a possible financial loss.

24. Online Webinars to Replace PDW 2021 (10 min) D. Bergeron/M. Patrick

Background: I would like to increase education opportunities for our members by finding webinars, educational sessions or anything else relevant inside or outside Canada. Perhaps this could even be a replacement for PDW 2021. Do you think this is something that would interest your members as we don't know yet which activities we'll be able to organize next semester? Do you want this coordinated nationally or do you prefer to do it locally?

	<p>Question 1: Would online webinars/educational sessions interest your members?</p> <p>Question 2: Do you want these to be coordinated nationally or would you prefer to do it locally?</p>
UBC	<p>Q1: Absolutely yes. I think our members will appreciate webinars/educational sessions. For now, our faculty is planning as if Term 2 will be online as well although no official confirmation has been sent out for Term 2. Even if it is not, I think online sessions are something anyone can easily join. However, weekend sessions might be preferable otherwise it could easily conflict with classes during weekdays. Also, I think the time difference creates an issue for us (unfortunately PST is ages behind rest of Canada :()</p> <p>Q2: I am fine either way. If National wants locals to coordinate them, a list of probable topics to choose from will be very much appreciated, please. On the other hand, National can organize them on topics that concern all schools across the country.</p>
U of A	<p>Q1: Yes. U of A has a particular interest in professors forming their professional identities and finding their career path. It would be great to hear from professors that are well known across the province (i.e. Jaris). I can put you in touch with our VP Academic who coordinates that. We would prefer the seminars dispersed throughout the year due to student burnout.</p> <p>Q2: Some nationally coordinated webinars would be great to unify students and hear from leaders from across the country. Having some local ones may be beneficial as well as it allows us to tailor the session to what interests the students at each school.</p>
USask	<p>Q1: Yes - all classes are online for the fall term so students would have plenty of time to tune in to sessions</p> <p>Q2: Nationally would be more convincing to get students to watch, locally would spread the work.</p>
UManitoba	<p>Q1: Absolutely! However, attendance may be low depending on how pdw lectures are structured as 2/3 years (our 2nd and 4th yrs) will be in rotations. Only our 1st year class will be free (start class the week after). Could sessions be recorded and hosted for later viewing? Evenings?</p> <p>Q2: If possible, at least 1 nationally coordinated webinar would be a great way to connect students across Canada and allow students to have an accessible avenue to hear from leaders/speakers that we</p>

	don't have access to in MB.
U of T	Q1: For sure! Our members won't be attending as many lunch and learns/dinner and learns or speaker sessions on campus so I think this would be a great way to supplement that. Q2: We would prefer nationally coordinated webinars. Since we lose our national conference this upcoming year it is important we try as much as possible to connect students nationally.
Waterloo	Q1: Yes. Our first years start school the first week of January so turnout may be low for that class, but other classes should be interested. Q2: As many nationally coordinated webinars as possible would be a great way to unify all the schools during this time when we all feel disconnected.
U de M	Q1: Yes absolutely! I believe it might increase the number of members since online webinars are easily accessible Q2: National coordinated webinars would be a good way to connect different students across Canada. However, it would be great to also find some french webinars for montreal and laval.
ULaval	Q1: Absolutely. Most of our classes will be online for our fall term, so students will be comfortable with the process of an "online PDW". Q2: I think that national webinars would be better, since some schools have less resources than others. Having the possibility to gather all of Canada would also be a nice way to feel unity in these times.
Dalhousie	Q1: Yes! Q2: I think that having some nationally coordinated webinars would be a great way for students to hear from leaders in pharmacy from outside of their home province. I know that at Dal we often recycle speakers every couple of years because our resources on some topics are limited. A potential idea could be for each school to organize an online webinar that all members are welcome to join in on. This would limit a lot of work for locals and ensure that each webinar gets a good number of participants
MUN	Q1: Yes! It would be a great way to replace lunch and learns as well. Q2: As Newfoundland has limited resources, I think at least some national ones would be beneficial to get subjects that we don't have access to experts of on the island!

D. Bergeron, follow up question - would council prefer to have many webinars throughout the semester or 1 day of webinars with multiple speakers?

H. Saunders feels it would be better to have them dispersed throughout the semester as scheduling will be easier and should increase participation as more students will be able to come to each session. To reduce workload for National, could have each school coordinate 1 session that all members could attend. Would also increase participation from members.

G. Sicotte-Mendoza comments that since PDW is cancelled, may be beneficial to have some webinars in January to remind members that PDW will be coming back in subsequent years. Adds that we could discuss charging for these sessions in January.

W. Boudreau proposes 1 session per month on same day each month (first Monday of every month, for example). If organized as a National Conference, would likely be able to have bigger, more well-known speakers versus organizing on a local level.

S. Vos echoes that once per month would be ideal for scheduling. When Faculties know that PDW isn't happening, may not be willing to make schedule accommodations for an online conference. Having each school obtain 1 speaker would allow diversity, in addition to decreasing costs by having Faculty members volunteer. Could have a virtual health fair released around the time of PDW. Could title "Professional Development Webinar Series".

S. Schuhmacher comments that as we're normally travelling for PDW, with it being cancelled this year, we will still be in classes. As such, it would be better to spread out. Inquires as to whether students would be interested in having these on weekends to account for time changes.

S. Goldstein inquires what CNTP is going to look like logistically. Waterloo has considered hosting virtually over their summer semester.

M. Patrick indicates we will add an agenda item for CNTP during tomorrow's meetings.

J. Kwon would prefer to have a more concentrated set of sessions during the first week of January as this is a historic event. Comments PDW also highlights competition and award winners, and a concentrated set of sessions would allow us to continue to do this.

D. Bergeron feels that a once monthly webinar would be feasible. Also feels that it may be beneficial to have a set of sessions when PDW would have happened to account for competition and award winners, elections, AGM. Notes that we wouldn't need a significant number of members to register for this, as we won't have overhead costs associated with the full conference.

TJ Dhadiel feels a webinar series would be beneficial. States concentrated sessions would be better to increase engagement/excitement. Once monthly may seem like lectures, and depending on local situation, attendance may decrease.

W. Boudreau comments that it wouldn't have to be on a specific weekend. Could also record the sessions and have them posted for a set amount of time on the website. Concerned that a concentrated series, which would be much more labour intensive, may not attract a significant amount of attendance given the amount of work.

M. Patrick states that herself, D. Bergeron will discuss this and will touch base with the rest of council either prior to or at the Summer TC.

25. CAPSI Orientation/Welcome Video (5 min)

H. Saunders/A.Chadha

Background: While planning for the upcoming school year, Robyn and I have been thinking of ideas for CAPSI events that can be done online. We want to do something to

welcome the incoming class and thought a welcome video explaining what CAPSI is might be beneficial. We were thinking of doing this locally. Both H. Saunders and A. Chadha would like to gauge whether the National Council would be interested in making a welcome video to introduce our members to CAPSI.

	<p>Question 1: How is your school planning to orientate the student body to CAPSI?</p> <p>Question 2: Do you think a welcome video would be beneficial? Do you have other ideas?</p> <p>Question 3: How is your school planning to do its membership drive?</p>
UBC	<p>Q1: We haven't decided on this yet. Our council meeting is coming up in the middle of June. So, decisions will be made during that meeting. However, as far as I can think of, it is most probably going to be a video format. Also, updates will be posted from our local CAPSI UBC Facebook page onto all yearly Facebook pages for UBC PharmD batches that would highlight what CAPSI is and the possible benefits of joining it. Also, we are currently updating the local CAPSI UBC website so, hopefully we can show what we did on that as well to the current and prospective members. Furthermore, we are going to ask the faculty if they can include CAPSI in their weekly update emails.</p> <p>Q2: Welcome video will definitely be beneficial. Helps CAPSI stand out amongst a swarm of other local student organizations. Not sure about other schools, UBC Pharmacy has a bunch of other local clubs. Therefore, an effort such as a welcome video can go a long way in recruiting more members and highlighting some of CAPSI's work.</p> <p>Q3: We are planning to do it online. Senior and Junior are going to work with local yearly reps to design the welcome video and promote CAPSI through social media. If National sends one, that'll be great too. All in all, all membership recruitment during Term 1 will be done online through emails or facebook.</p>
U of A	<p>Q1: We are planning on recording a short video to be played for the first-year students during their "virtual" orientation. We are also hoping to make a brochure/pamphlet to email to the students highlighting what CAPSI does and the events we will plan in the upcoming months.</p> <p>Q2: Yes, it would be a great way for new students to learn what CAPSI is and what it does.</p> <p>Q3: All students that are members of our pharmacy students' association are CAPSI members.</p>
USask	<p>Q1: We were hoping to get ideas from other schools! A video would be useful. We are waiting to see if we can squeeze in a spot during school orientation, like we usually do in person.</p> <p>Q2: Yes. We usually attach a letter to the College's welcome package.</p> <p>Q3: Not yet decided. Has to be online.</p>
UManitoba	<p>Q1: We are planning on a Zoom session with the incoming class to</p>

	<p>introduce them to CAPSI and CPhA/Pharmacists Manitoba during the Fall. Members of our local CAPSI council are making intro emails/videos/posts to send to the incoming class. Hopefully, if in person in Winter 2020 we will host an in-person session as well.</p> <p>Q2: Yes, a video introduction from members of exec would be really cool to show them. A video of CAPSI welcoming and congratulating the incoming Class of 2024/2025 we think would be memorable for them!</p> <p>Q3: N/A all students are members</p>
U of T	<p>Q1: Orientation plans have not been officially set in stone yet, however given our large class size, we predict it will have to be online.</p> <p>Q2: A welcome video could be beneficial to welcome members, but I do see value as well in presenting to the students with a small presentation on CAPSI and what we do. In the past, U of T put together a powerpoint presentation for our students to introduce the entire CAPSI local council and give insight into some of our initiatives and benefits! This does not mean though a welcome video wouldn't help. We would likely utilize both!</p> <p>Q3: All U of T pharmacy students are automatically CAPSI members.</p>
UWaterloo	<p>Q1: Our first-year class starts in January so we are hopeful that we will be able to meet in person. If not, we have discussed doing a membership video featuring alumni that are past CAPSI members reflecting back on their experiences and how it has helped them get to where they are now.</p> <p>Q2: Yes, I think that a national welcome video would be beneficial</p> <p>Q3: Yes</p>
U de M	<p>Q1: We are planning on having a Zoom meeting during one or two day (TBD) presenting CAPSI, local student association and all the committees available at UdeM</p> <p>Q2: Yes, I believe it would be a great idea to have a welcome video from CAPSI council for our incoming class. It's a great way to showcase CAPSI and how it not only a local council</p> <p>Q3: It will have to be online. We have not decided yet.</p>
ULaval	<p>Q1: We will probably have a "meet and greet" during orientation for both CAPSI and our local student association.</p> <p>Q2: A national welcome video would be a great idea in my opinion considering the fact that it will send out a message of unity</p> <p>Q3: N/A as all students are members</p>
Dalhousie	<p>Q1: We will have an intro letter sent out to the incoming class. We also discussed doing an intro video to talk about what CAPSI is, what we do and how students can get involved.</p> <p>Q2: I think that having a national welcome video would help ensure that CAPSI is introduced in the same way to all incoming students. Where most of us will be online, I think members being able to watch a video from CAPSI shows that we haven't forgotten about them even</p>

	<p>though we aren't with them in person. Q3: N/A all Dal students are members.</p>
MUN	<p>Q1: We have the intro letter sent out to the incoming class and then we are hoping to set up virtual events if we are not allowed in person meetings. We just had it announced on Friday that we are having an online semester for the fall so we will have to start brainstorming now Q2: Yes, I think that would be an excellent way to show how close CAPSI brings you to other students across the country Q3: Again, we will need to brainstorm ideas now that we know we are online, any advice is appreciated.</p>

M. Patrick states this is a great idea. Thought about having National Council do this and share within National Council since we are unable to have in-person meetings. S. Litchmanova indicated it may be beneficial for this to go to all members. More of a "who we are" versus "what our positions are about".

A. Chadha inquires about logistics. Who will/can film, write the script? Cautions that workload will be quite different this year and that we need to ensure that we don't burn out as a council.

S. Litchamonova states she can assist with the video.

M. Chaung states video would be great to introduce CAPSI to students, however logistics may be difficult, and presentation may be more feasible.

J. Kwon comments we could reach out to CPhA to see if they could film/edit the video for us. Could also split into segments and have each local chapter/executive take a segment of the video. Could also have it in a question/answer format.

L. Symonds notes that MUN CNTP winner has experience with filming/video and would likely be willing to help.

W. Boudreau adds that video could be re-used in future years to promote CASPI. Inquires if we can contract a professional to create the video if we would like to re-use the video for years to come.

S. Vos comments that the Ad-Hoc Communications and Marketing Committee is in charge of CAPSI promotional videos. Likes the idea of a grassroots promotional video in an FAQ format. Could help potential members understand why they should buy into this year.

J. Kelly states that we could include CSHP, industry residency, government opportunities in different provinces to add to the content of the video.

S. Diocee echoes W. Boudreau regarding creating a video to reuse for multiple years.

L. Lueken states that right now is the ideal time to create this video given online Fall semesters. Should help to ensure membership numbers are retained if well done.

M. Patrick agrees that now is the ideal time to create this video. As a council, should do as much as we can this summer in order to attract members early in the Fall semester. Morgan to work closely with Communications and Marketing Committee to make this possible. Proposes that we make multiple videos that can be reused year to year in combination with videos personalized for this year.

26. Fall Semester Format (30 min)

D. Bergeron

Background: In order to coordinate competitions, please fill out the following table regarding the format of Fall Semester at your school. How does the council feel competitions can be best delivered this year?

	<p>Question 1: How will Fall Semester be delivered at your school (in-person, remote, mix)</p> <p>Question 2: Will students be able to access compounding labs?</p> <p>Question 3: What challenges do you expect to face in coordinating competitions this year?</p> <p>Question 4: What do you think could make the competitions more attractive this year knowing that it will be hard to reach out to students?</p>
UBC	<p>Q1: Remote</p> <p>Q2: Unsure. (Most probably not though)</p> <p>Q3: I think the spirit of some of these competitions is teamwork. Therefore, with no in-person events taking place for Term 1, lack of student interest is inevitable (especially now that there is no PDW 2021 to attend). Others might still be possible. However, we haven't yet decided how to tweak them for virtual delivery. Might send out a survey to local students to gauge interest. Some competitions like AFL might still be held using Collaborate Ultra software (with Faculty's permission)</p> <p>Q4: Possible discount in their textbooks when in-person stuff opens up and we are able to hold textbook sales next term or next year. Also, just a way for students to connect with their friends or classmates through these competitions.</p>
U of A	<p>Q1: Remote and students do not need to live in Edmonton for the semester.</p> <p>Q2: No</p> <p>Q3: Less participation from students if remote.</p> <p>Q4: Money should be a good enough incentive</p>
USask	<p>Q1: Remote</p> <p>Q2: TBD - probably not</p> <p>Q3: Access to facilities</p> <p>Q4: Run AFL, SLC as before. Online for interview PIC/OTC.</p>
UManitoba	<p>Q1: To be officially confirmed, but online classes in the Fall. U of M has applied for an exemption allowing us to potentially come in small groups to complete labs.</p> <p>Q2: TBD, see Q1. Potentially small groups for labs.</p>

	<p>Q3: Depends on the formatting. See no problem with running AFL, SLC like before. PIC/OTC - maybe via zoom? Compounding - perhaps a written challenge where students research/solve problems in a given time/day and submit to markers? Coming into labs may be difficult.</p>
U of T	<p>Q1: Nothing is set in stone yet, but the school has announced that they are hoping to do some mixed learning. Smaller labs/seminars possibly will be in person with online lectures for large gatherings like lectures. The faculty itself has not voiced their position yet, but if it is mixed, it will mostly be online given our class size.</p> <p>Q2: Unsure. We will reach out to the lab coordinator however our faculty has not even voiced to the students yet if they are going to get us in for labs. We will keep you updated.</p> <p>Q3: We may not have access to the building for extracurriculars. Before the school closed in March, U of T Imposed restrictions first that did not allow any extracurricular gatherings on campus that did not pertain to classes. Additionally, there is the possibility that students will not be in Toronto if we are remote or almost completely remote. I believe we will have to adapt the competitions that we can, to be online. (PIC/OTC might be do-able)</p> <p>Q4: I don't really have a great idea for this, but honestly larger prizes should do it.</p>
UWaterloo	<p>Q1: All online lectures will be conducted online. Two labs will be conducted in person (compounding and professional practice).</p> <p>Q2: Yes, I believe students will have access to the compounding labs for academic purposes.</p> <p>Q3: We may not have access to the school for competitions. Can possibly organize PIC and OTC virtually over our learning platform. May be hard to encourage participation as we generally do an in-person presentation to introduce all competitions.</p>
U de M	<p>Q1: Remote</p> <p>Q2: TBD. I have contacted the lab coordinator and waiting for her response</p> <p>Q3: UdeM usually has a low participation in competitions, and we don't know if organising PIC/OTC remotely will increase or lower the participation</p>
ULaval	<p>Q1: Mix of online classes and in-person labs and study cases. The details as to how many labs and such are not decided yet. Faculty is still trying to figure out the best way to proceed for the fall term.</p> <p>Q2: Unsure about it. But to my understanding, it will probably be available in small groups</p> <p>Q3: Access to facilities and participation. ALF could be done without problem, but I fear that the participation for PIC/OTC would be lower than usual if it's done remotely.</p> <p>Q4: Bigger prizes? Really no other idea, it will be a challenge no doubt.</p>

Dalhousie	<p>Q1: All of our classes will be conducted online. We may have an in person “block” where the practical skills that are more easily taught in person will be taught. Information from faculty has been very vague</p> <p>Q2: I am unsure about this. Students have been told that they won’t necessarily need to be in Halifax so if we are able to use compounding labs, it would only be available for those in Halifax.</p> <p>Q3: Dal struggles to get students to compete in competitions under normal circumstances. Where we are remote, I think that it will be very difficult to get a good amount of participation for some of the competitions.</p>
MUN	<p>Q1: Remote with some on campus activities available but not required</p> <p>Q2: Unsure as of yet but possibly since we have optional on campus events</p> <p>Q3: Getting people involved as with everything being online there will be a lot of school posts and may cause our advertising to be lost in scroll fatigue. Organizing the size of group or layout permitted for compounding competition.</p>

D. Bergeron comments that based on table results, all competitions will be online. Logistics surrounding PIC and OTC still need to be determined. Additionally, Medisca, who sponsors the compounding competition, is one of our largest sponsors, so it would be ideal to continue to hold his competition. Considering adapting the competition to carry it out remotely - greater emphasis on written, send materials to individuals at home to be used in small groups. Have been in discussions regarding giving a \$250 cash prize - likely to increase interest. Could also split the prize between first and second place to increase participation.

A. Chadha left the meeting at 2:05 PM MST.

A. Chadha re-entered the meeting at 2:07 PM MST.

K. Miclat likes the idea of adapting the competition for remote delivery. Cash prizes would be ideal for participation. Because working remotely, teams likely would not work well. May be beneficial to split prize money so that competition participants can be individual versus teams. Consider synchronous delivery, set time to email completed PDF to locals.

C. Vaccaro echoes K. Miclat. Individual compounding competition with theoretical problems.

S. Goldstein inquires whether prizes could be credits to be used towards CPhA textbooks sales.

D. Bergeron inquires whether this could be a credit for all participants or just winners.

S. Goldstein clarifies this would be for winners only.

D. Bergeron comments that Montreal and Laval do not participate in textbook orders, and therefore this would not be a great incentive for these schools.

BIRT CAPSI National refers this conversation about Local Competitions and Local Prizes to the Competitions Review Committee to be reassessed at Summer TC.

M. Patrick/D. Bergeron
Motion Carried

27. National Competitions and Awards with No PDW (15 min) D. Bergeron

Background: If we are interested in coordinating an online PDW 2021 (educational sessions, competitions, AGM, elections and awards), how does the council feel National Competitions and Awards can best be delivered? If we choose not to coordinate an online PDW 2021, how and when can National Competitions and Awards best be delivered?

A. Chadha comments that online National Competitions likely are not feasible. Additionally, given CAPSI's financial situation, this may be an area where we can save costs.

R. Hanson echoes A. Chadha. Since everyone in different time zones, it would be difficult to coordinate synchronous competitions.

K. Miclat left the meeting at 2:16 PM MST.

A. Tu echoes R. Hanson regarding time zone issues if trying to run synchronous competitions.

J. Kwon feels we should host national competitions as it is one of our biggest membership benefits. Acknowledges it would require significant adjustments.

TJ Dhadiel echoes J. Kwon regarding holding national competitions. To mitigate the timezone issue, could have a deadline to submit.

S. Diocee left the meeting at 2:17 PM MST.

G. Sicotte-Mendoza echoes J. Kwon and TJ Dhadiel. Most sponsorship includes these particular competition prizes. Not having these competitions may negatively impact other sponsorship.

K. Miclat re-entered the meeting at 2:18 PM MST.

L. Symonds inquires that if we aren't having PDW, can we push competitions to winter semester where they will hopefully be in person? Would allow for a more feasible compounding competition.

A. Chadha states that U of A will very likely be online in winter. Comments that this year is an exception, most members will understand if competitions don't go on exactly as planned. Additionally, cash prizes will be greater incentive that may decrease the necessity of hosting National competitions. Concerns regarding burnout.

M. Patrick echoes A. Chadha. Need to determine if local competitions can be held online first, and then determine if national competitions can be held. Can discuss hesitancy with sponsors to hold national competitions. Could also consider pushing national competitions since PDW is not in-person.

S. Diocee re-entered the meeting at 2:21 PM MST.

S. Litchmanova left the meeting at 2:23 PM MST.

BIRT CAPSI National refers this conversation about National Competitions and National Prizes to the Competitions Review Committee to be reassessed at Fall TC.

M. Patrick/K. Miclat

Motion Carried

28. Symposia Delivery (10 min)

L. Symonds/D. Bergeron

Background: At our first in-person meeting, VP Ed and VP PA generally submit symposia topics to be chosen for the year. How should the symposium be completed? Is there a benefit to having one virtual talk to which members will be invited to tune in, or would it best be done virtually at a local level? Or, should we scrap the symposium for fall entirely and wait for potential in-person options for winter?

[Symposia Topics 2020-2021](#)

S. Litchmanova re-entered the meeting at 2:26 PM MST.

H. Saunders inquires how other schools have carried out symposia in the past. At Dal, CAPSI has funded these in a lunch and learn style setting. Comments it would be feasible for Dal to transition symposia online.

K. Miclat adds that U of T also hosts a lunch and learn style symposia, so would be easy to transition online. Inquires as to whether symposia can be merged with online PDW sessions.

L. Symonds inquires as to whether we still want to select symposia topics if merging symposia with PDW sessions.

K. Miclat clarifies that we should still select topics, but not call them symposia, and integrate these into PDW online sessions.

E. Zerr echoes K. Miclat regarding combining symposia with PDW online sessions.

C. Vaccaro echoes K. Miclat and E. Zerr.

J. Kelly left the meeting at 2:27 PM MST.

S. Litchmanova left the meeting at 2:28 PM MST (due to technical difficulties).

S. Vos echoes above and adds that we don't necessarily have to select topics. Have locals look at topics to determine if there are lecturers at your school that would fit with any of these topics. Could then merge this with PDW online sessions.

L. Symonds requests that all council members review proposed topics prior to voting on topics. If amendments are needed, notify Lexi or Derek.

D. Low left the meeting at 2:32 PM MST.

S. Litchmanova re-entered the meeting at 2:33 PM MST.

D. Low re-entered the meeting at 2:33 PM MST.

29. **Future of Pharmacy Excellence Award (10 min)**

D. Bergeron

Background: Follow-up item from PDW 2020. Input from council needed on award format.

	<p>Question 1: Should we continue to use an average of 3 rubrics? Question 2: Would it be beneficial to add a description to each rubric? Question 3: Do we need a more objective grading method? Question 4: Who should participate in grading the applications? Whole council? Only members of the Competition Review Committee? External partners? Question 5: Should we keep a pool of applicants? Question 6: How can we increase awareness about this award?</p>
UBC	<p>Q1: Yes, it is a good way to assess the credibility of applicants. Q2: Yes, for clarification purposes. Q3: It can be subjective as long as it is properly justified. Q4: Competition Review committee for voting purposes. Rest of the council members can provide input, however, if desired. Q5: Yes, to increase the chances of a student to compete again if he/she didn't win the first time. Keep the pool yearly though to give new students a chance as well. Q6: More promotion on local levels maybe.</p>
U of A	<p>Q1: Yes Q2: Yes Q3: Yes, it would make grading clear and consistent Q4: Competition Review Committee Q5: Yes, resets every year Q6: Promote it locally and nationally on social media accounts</p>
USask	<p>Q1: Yes Q2: Yes Q3: Yes Q4: Competition Review only Q5: Yes, but max 3 selection periods Q6: Ensure that each local school promotes it</p>
UManitoba	<p>Q1: Yes, it worked well this past spring. Q2: Yes, would be great for both markers and submitters. Q3: Yes, especially for the innovative research category. Q4: Fine with either way. Anonymity helped the Competition Review Committee with spring award marking. Q5: Not longer than one year of pooling. Q6: Continue to post about it on national and local accounts/emails.</p>
U of T	<p>Q1: Yes Q2: Yes Q3: Yes Q4: As long as it remains anonymous, I feel the external input would</p>

	<p>be nice!</p> <p>Q5: Yes, just in case some periods do not get enough applicants. Provide a time frame.</p> <p>Q6: Continue with sharing on local accounts/emails to members</p>
UWaterloo	<p>Q1: Yes, it was a good way to keep applications fair and consistent</p> <p>Q2: Yes - just to avoid bias and discrepancies due to interpretation errors</p> <p>Q3: Yes</p> <p>Q4: More input might be helpful?</p> <p>Q5: If we do keep a pool maybe designate a time period for when applications will be kept in the pool</p> <p>Q6: Continue to post about it on national and local social media accounts. Locally we could also send reminder emails as well as post on our school website.</p>
U de M	<p>Q1: Yes</p> <p>Q2: Yes</p> <p>Q3: Yes</p> <p>Q4: The competition review should participate in the grading process</p> <p>Q5: Yes, it's a good idea, probably max one year of pooling</p> <p>Q6: More promotion on local and national reminders</p>
ULaval	<p>Q1: Yes, I think it worked well!</p> <p>Q2: Yes, echo to Dal's answer</p> <p>Q3: Yes, it will make sure that the grading is fair and consistent</p> <p>Q4: Competition review committee only would make the most sense, in my opinion</p> <p>Q5: Yes, it's a good idea but what would be the time period for which the application would stay in the pool?</p> <p>Q6: More posts on local and national social accounts</p>
Dalhousie	<p>Q1: Yes</p> <p>Q2: Yes! It would clarify things for everyone</p> <p>Q3: Yes</p> <p>Q5: I like this idea because it allows students who didn't get the award another chance. It also ensures that there are applicants to consider each time.</p> <p>Q6: I think that local and national social media accounts should post about it. Maybe highlight winners of competitions on national accounts so that students who may not have heard of it can learn more about it.</p>
MUN	<p>Q1: Yes</p> <p>Q2: Yes! That will lead to less variation due to personal perspective of each category</p> <p>Q3: Yes, however with having a clear outline for each grading category and having the top three scores averaged I think that will help.</p> <p>Q4: Yes, I think it will help keep it fair</p> <p>Q5: I liked the idea of a pool for one school year since it's a</p>

	trimesterly award and then fresh pool starting in winter Q6: Maybe we can do a weekly "CAPSI Highlight" on different benefits on social media at the beginning of the year since there's not as much chance in person to discuss with first years and remind other years and one of the topics can be on the awards we have?
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D. Bergeron comments it would be beneficial to have multiple people from across Canada to review these applications.

M. Patrick indicates we could impose a quota. Everyone would receive the applications and then need a minimum of 10 people to review application before the deadline.

D. Bergeron comments it would be more fair to have multiple people review the applications.

W. Boudreau inquires as to whether it is going to be beneficial to have additional people who have not assessed these applications in the past read these versus having individuals who are familiar with this process.

S. Vos left the room at 2:36 PM MST.

D. Bergeron would like more individuals to assess to increase fairness.

S. Vos re-entered the room at 2:39 PM MST.

S. Schuhmacher appreciates M. Patrick's suggestion of having people who have time assess the applications versus everyone or specific people. States it may be useful to have people sign up to assess these in advance so that we meet the proposed quotas.

W. Boudreau inquires how often these are awarded.

D. Bergeron clarifies this is awarded 3 times per year.

W. Boudreau proposes splitting the council into 3 groups to have set individuals to review each set of applications

C. Ma echoes W. Boudreau. Comments it is a big jump to go from having 3 reviewers to 10 reviewers.

H. Saunders inquires as to whether everyone on National Council is expected to grade these given workload of switching online. Comments that too many new initiatives/changes may be challenging for council and present issues of burnout.

M. Patrick states that once committees are formed, we can determine how best to assess these applications.

BIRT CAPSI National refer this item to the Competition Review Committee to be reassessed at the Summer TC.

M. Patrick/D. Bergeron

Motion Carried

30. Award of Professionalism (10 min)

D. Bergeron

Background: Update on Award of Professionalism deadlines and possibly expanding to other activities as PAM got cancelled due to the current pandemic.

A. Chadha comments that when U of A did go online, we made our best effort to continue PAM initiatives. Feels we should limit the award to PAM events, add a portion regarding how schools advocated given the closures.

E. Zerr comments that USask had events cancelled during PAM that could not be reformatted to online, so would prefer to extend it to other activities.

K. Miclat echoes A. Chadha regarding keeping the award to only PAM activities, however, is open to expanding it to other events. Inquires as to whether application would include the entire year or the winter semester if award was extended to other activities.

C. Vaccaro echoes A. Chadha and K. Miclat, but open to expanding criteria for award.

S. Schuhmacher states that because PAM wasn't cancelled until March, all PAM events were already planned. Potential to share calendar of events regarding what would have happened. Can't estimate attendance but does show what we were planning. Would like to limit to PAM initiatives, as anything in addition would be overwhelming.

M. Patrick proposes an anonymous Google Form to vote on the matter.

K. Miclat inquires as to when this application will be due.

D. Bergeron comments that this application was due on June 2nd last year. Will propose a timeline for this in the near future. Notes deadline can be postponed due to not having PDW time constraint.

L. Symonds suggests having various categories (social media outreach, advocacy, etc.) and having each school choose 1 event for each category. Makes it easier to expand the award to beyond PAM without making applications lengthy.

M. Patrick comments that any changes will have to be discussed with CPhA, as they judge this award. Poll to be made to assess format for the upcoming year.

31. PharmD Programs Evaluation (5 min)

D. Bergeron

Background: My goal is to update the information we have on each school's curriculum to create competitions representative of all schools.

	Question 1: What is your school's current curriculum?
UBC	https://pharmsci.ubc.ca/programs/entry-practice-pharmd-degree/entry-practice-doctor-pharmacy-pharmd-program
U of A	https://calendar.ualberta.ca/preview_program.php?catoid=29&poid=28618

USask	https://docs.google.com/document/d/1VUPgAz6D-_Ger1emM-Jt3II2llrVnVNZRdgsM2z0BNQ/edit?usp=sharing																						
UManitoba	https://docs.google.com/document/d/1m8Gldv5_DrZLBT2ftWU98rYpTxDtN5Op27MI7c7wjHM/edit?usp=sharing Unsure of what we learn when past Fall in our 2nd year of the PharmD program. We have emailed our PharmD coordinator to hopefully get a better list. Will update the doc as soon as we know. Curriculum: http://umanitoba.ca/faculties/health_sciences/pharmacy/media/PharmD_Curriculum.pdf																						
U of T	https://www.pharmacy.utoronto.ca/current-students/pharmd/course-descriptions-pharmd/year-1-course-descriptions																						
UWaterloo	http://ugradcalendar.uwaterloo.ca/page/SCI-PHARMACY-Degree-Requirements4 IPFC courses just got re-arranged this year and follow this format: <table border="1" style="margin-left: 20px;"> <tr> <td style="background-color: #0070C0; color: white; text-align: center;">1</td> <td>Foundation / Anemia / Thyroid / Women's Health</td> <td rowspan="2" style="background-color: #0070C0; color: white; text-align: center; vertical-align: middle;">Year 1</td> </tr> <tr> <td style="background-color: #0070C0; color: white; text-align: center;">2</td> <td>Respiratory / Derm / GI / Intro to ID</td> </tr> <tr> <td style="background-color: #E69A00; color: white; text-align: center;">3</td> <td>DM / Dyslipidemia / HTN / Men's Health</td> <td rowspan="2" style="background-color: #E69A00; color: white; text-align: center; vertical-align: middle;">Year 2</td> </tr> <tr> <td style="background-color: #E69A00; color: white; text-align: center;">4</td> <td>Cardiology / Nephrology</td> </tr> <tr> <td style="background-color: #92D050; color: white; text-align: center;">5</td> <td>Infectious Disease (ID)</td> <td rowspan="4" style="background-color: #92D050; color: white; text-align: center; vertical-align: middle;">Year 3</td> </tr> <tr> <td style="background-color: #92D050; color: white; text-align: center;">6</td> <td>Oncology / Hepatic / Pain</td> </tr> <tr> <td style="background-color: #92D050; color: white; text-align: center;">7</td> <td>Neurology</td> </tr> <tr> <td style="background-color: #92D050; color: white; text-align: center;">8</td> <td>Psychiatry</td> </tr> <tr> <td style="background-color: #C00040; color: white; text-align: center;">9</td> <td>Complicated Patients</td> <td style="background-color: #C00040; color: white; text-align: center;">Year 4</td> </tr> </table> <p>**also note due to COVID many classes have been switched around so everything for the next year will look different*</p>	1	Foundation / Anemia / Thyroid / Women's Health	Year 1	2	Respiratory / Derm / GI / Intro to ID	3	DM / Dyslipidemia / HTN / Men's Health	Year 2	4	Cardiology / Nephrology	5	Infectious Disease (ID)	Year 3	6	Oncology / Hepatic / Pain	7	Neurology	8	Psychiatry	9	Complicated Patients	Year 4
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U de M	https://admission.umontreal.ca/programmes/doctorat-de-1er-cycle-en-pharmacie/structure-du-programme/																						
ULaval	https://www.pha.ulaval.ca/index.php?eID=dumpFile&t=f&f=911&token=a0bb2e2bce7b8e9d1ff2177cf36bcea9661ca037																						
Dalhousie	*Not sure if there is an updated document for the new Pharm D program, I will look into finding one.																						
MUN	https://www.mun.ca/pharmacy/programs/pharmd/PharmD_ProgramofStudy_Mar2020.docx																						

Motion to adjourn the meeting at 2:57 PM MST.
M. Patrick/D. Bergeron
Motion Carried

Day 2: Sunday June 7th, 2020

Location: ZOOM

10:00am - 12:00 PM, 1:00pm - 3:00pm MST

1. Call to Order

M. Patrick

M. Patrick called the meeting to order at 10:00 AM MST.

2. Attendance (5 min)

J. Young

Name	Position	Attendance
M. Patrick	President	Present
W. Boudreau	President-Elect	Present
J. Kwon	Past-President	Present
D. Low	Outgoing Finance Officer	Present
G. Sicotte-Mendoza	Finance Officer	Present
M. Contreras	Outgoing VP Communication	Present
S. Vos	VP Communications	Present
D. Bergeron	VP Education	Present
L. Symonds	VP Professional Affairs	Present
J. Young	Executive Secretary	Present
S. Terekhovska	Outgoing Student Exchange Officer	Present
M. Kieley	Student Exchange Officer	Present
M. Suon	IPSF Liaison	Present
S. Litchmanova	Webmaster	Present
A. Tu	CAPSIL Editor	Present
J. Kelly	CSHP Student Liaison	Present
C. Ma	UBC Junior Representative	Present
T. Dhadial	UBC Senior Representative	Present
R. Hanson	Alberta Junior Representative	Present
A. Chadha	Alberta Senior Representative	Present

L. Lueken	Saskatchewan Junior Representative	Present
E. Zerr	Saskatchewan Senior Representative	Present
S. Diocee	Manitoba Junior Representative	Present
C. Vaccaro	Manitoba Senior Representative	Present
S. Goldstein	Waterloo Junior Representative	Present
K. Shchepanik	Waterloo Senior Representative	Present
M. Chaung	Toronto Junior Representative	Present
K. Micalat	Toronto Senior Representative	Present
A. Le	Montreal Junior Representative	Present
T. Duong	Montreal Senior Representative	Present
S. Boudhine	Laval Junior Representative	Present
P. Sanjab	Laval Senior Representative	Present
R. McLean	Dalhousie Junior Representative	Present
H. Saunders	Dalhousie Senior Representative	Present
C. Coles	MUN Junior Representative	Present
S. Schuhmacher	MUN Senior Representative	Present

3. Shorter Meetings and Executive Meetings (5 min)

M. Patrick

Background: Last year, teleconferences had a tendency to run quite long, and much of the material discussed was not entirely relevant for local representatives. How does the council feel about having shorter, more frequent meetings now that we have easy access to Zoom? How does the council feel about the Executive Council having additional, separate meetings to discuss matters that are more relevant to the Executive Council?

E. Zerr comments that it's nice for locals to stay in the loop, but a lot of the things we may discuss could be communicated via email. TC's often run long, and locals often just taking things in.

S. Terekhovska agrees frequent executive meetings would be useful. Summary sent to locals to stay in the loop, are able to ask questions if they would like.

S. Boudhine echoes S. Terekhovska. More convenient if executives met more to keep full council meetings shorter. Would be easier to schedule and would be able to discuss ideas that are actively evolving. Would also allow everyone to be more engaged.

M. Suon echoes above. Important to keep locals in the loop in terms of transparency. Questions what schedule will look like for executives.

M. Patrick clarifies that executive council meetings would be ~1 hour and would be 1 month before the national council meeting.

TJ Dhadiyal inquires if we can record the executive meetings for any locals who may want to apply for national council next year.

M. Patrick states that we have this ability. Would be able to record them as they won't be too long.

J. Kwon feels it would be good to save time during national council meetings. Will allow for more productive discussions. Not all agenda items concern locals, so can discuss these without having all of council present. Transparent will be important.

BIRT CAPSI National continues with previously scheduled national council meetings (Summer, Fall, PDW, Spring) but trials the use of executive council meetings 1 month prior to national council meetings. To be reassessed at June Meetings 2021.

M. Patrick/K. Miclat

Motion Carried

4. Executive Checklist (5 min)

M. Patrick

Background: As stated in the OM, all executive council members are to use the Executive Checklist to record what tasks have been completed, what tasks are in progress, and what tasks need to be done. Locals can also use this to find out what the executive council members are working on.

J. Kelly entered the meeting 10:10 AM MST.

M. Patrick adds that she has this open and edits it during meetings. If your predecessor did not use the executive checklist, please reach out to Morgan. Additionally, if local reps are interested in knowing what executive council members are doing, can see this in the executive checklist.

5. Transparency within CAPSI National Executive Council (5 min) S. Terekhovska

Background: The Executive Checklist has been consistently used only by few people on council. The only other transparency measure in place currently is the Position Update collected before in-person meetings and teleconferences. I would encourage the council to investigate effective transparency measures to hold the executive council accountable in the future.

S. Terekhovska adds that within IPSF, executive council sends Contact Persons (IPSF Liaisons), SEOs and committee members reports on their activities. This would be similar to how CAPSI executive council would send updates to local representatives. Also have monthly reports, which provides an opportunity for IPSF Liaisons and SEOs to ask questions. Allows SEO and IPSF Liaisons to hold executive representatives accountable. Requests that the council brainstorm ways to hold each other accountable and ask each other questions to increase transparency.

M. Kieley adds that if any local representatives are considering running for executive council, checklists help to ask questions as to what the position entails. Would be helpful for election purposes.

M. Patrick states that executive council sending out reports from their executive meetings (discussed in Agenda Item #3) should help to increase transparency and improve accountability.

S. Terekhovska adds that if anyone has questions regarding the structure accountability within IPSF to reach out to Melissa or Melody.

6. Email Blast Logistics (10 min)

S. Vos/J. Young

Background: Follow-up item from PDW 2020. At PDW 2020, we motioned to trial email blasts for the 2020-2021 year. Emails are to include important information regarding CAPSI, interesting articles, award information, and one highlight for a sponsor/membership benefit per email. Although this will not be pursued immediately due to the ongoing pandemic, there are a few details that need to be discussed before we can proceed. Is council comfortable with trialing 2 emails per semester (e.g. September, November, January, March)? Is the translation committee willing to take on the extra work of translating the email so that it can be provided to members in English and French? Email blasts were proposed to replace meeting minute infographics. Should we aim to have 1-2 highlights from previous meetings in each email? Is everyone comfortable with a "Top 5" format for the email that highlights 5 items of interest?

J. Kwon questions why we cannot send them out to our own members.

J. Young clarifies that we have to give members an option to opt-out and CPhA is the only way we can do that. Provided that CPhA has an opt out option, we should go with them. If CPhA doesn't have an opt-out option, then we will have to do it ourselves

L. Symonds left the meeting at 10:26 AM MST.

J. Kwon states that we have access to all of the member contact information, are formatting them anyway, so it would make more sense for us to just send them out. Adds that it would be nice to have visuals in the email so that isn't all text.

A. Tu echoes that it would be good to have a visual update. Translation Committee will discuss this at their first meeting regarding feasibility. Also inquiries on what articles would be featured in emails.

J. Young clarifies that we may have a portion of the CAPSIL articles featured.

L. Symonds re-entered the meeting at 10:30 AM MST.

T. Duong states that Montreal has planned to draft emails for their members as well. It would be a newsletter sent out to members about what CAPSI is and what CAPSI is up to, to promote CAPSI and gain more members from UdeM. Newsletters would be sent out via Facebook.

G. Sicotte-Mendoza states it's important to have the email blasts in both French and English. May help to increase membership in Quebec. Could also recruit more students to participate in the Translation Committee. Questions whether email blast will be different from what's posted on our social media.

M. Patrick clarifies that some parts will be reused, however some will be new.

S. Vos comments that we want to add the most relevant information for our members to know at this time. Information included would likely also be posted on social media, this would reinforce this incase it was lost in social media.

H. Saunders left the meeting at 10:32 AM MST.

W. Boudreau comments that email blasts are very difficult with the CAPSI Gmail accounts. Accounts have a limit of 250 emails per day. Important to have emails coming from CAPSI emails versus CPhA. If we want to do both in French and English, Translation Committee may be overwhelmed. May be beneficial to ask for students from Montreal and Laval to help with translations. Then the Translation Committee would only have to review and do urgent translations.

S. Vos clarifies that if we were sending through CPhA, it would look like it was coming from a CAPSI email account. They would also be able to send to our entire membership list.

H. Saunders re-entered the meeting at 10:36 AM MST.

A. Chadha adds that in terms of the Translation Committee, it is an open subcommittee that all members can join. U of A's class emails have an unsubscribe option, which would be something to explore.

C. Ma comments that local CAPSI sends out emails via MailChimp, which also has an opt-out option.

S. Litchmanova adds there are external companies that we can use with an unsubscribe option. Currently checking to see what the cap is for emails from CAPSI accounts.

BIRT CAPSI National reassesses the topic of email blasts at Summer TC.

M. Patrick/S. Vos

Motion Carried

7. PAM Interprofessional Panel Event (5 min)

L. Symonds

Background: At this meeting, council typically votes on a topic for the Interprofessional Panel Event (IPE) held during PAM. Before getting onto topics, how should IPE be done this year? Would you like me to propose topics regardless of if the event is virtual or in-person by Summer TC?

M. Suon and M. Contreras left the meeting at 10:42 AM MST.

C. Vaccaro comments that their IPE Panel from last year was cancelled. Would like to see topics proposed, and then ideally hold in Winter Semester. Would like to see this unique event continue.

K. Miclat comments on Zoom fatigue and online panels. Echoes C. Vaccaro regarding IPE Panel being unique. At U of T, require IPE credits, so they get this event accredited and it is very well attended. Would like to have topics proposed prior to school starting to brainstorm what speakers to involve.

K. Shchepanik echoes K. Miclat. Also have IPE credits for graduation. Many events cancelled this year that students were counting on for IPE credits. With no longer worrying about room maximums, Zoom sessions would be ideal.

L. Symonds questions whether the IPE Case from last year will be re-used.

C. Vaccaro is planning to reuse last years.

K. Miclat would like to use a new case for Winter semester. Would be open to using last year's case for Fall semester.

L. Symonds inquires as to whether locals are planning on hosting this at a local level.

K. Miclat and K. Schepanick indicate that they would prefer to hold at local level.

A. Le left the meeting at 10:45 AM MST.

S. Vos notes that Zoom does have a cap on the number of people that can be on a meeting at the same time.

M. Suon, M. Contreras and A. Le re-entered the meeting at 10:47 AM MST.

8. CAPSI Pamphlet (10 min)

L. Symonds

Background: Welcome pamphlets are typically completed by the VPPA outlining the benefits of becoming a CAPSI member. The digital promotional material is sent to locals by early to mid-August. Question for the entire council: should there be any particular edits in the pamphlet to reflect the current situation?

	Question 1: By what date would you like to receive the finished material?
UBC	Q1: Anytime between Week 1-3 of August should be fine by us. We can make desired changes specific to UBC in the last week then.
U of A	Q1: 3rd week of August (prior to orientation) - U of A will make its own pamphlet as they will tailor information specific to their students. It would be great to have one early August so that we can add things from the CAPSI pamphlet into that one!
USask	Q1: Before August 27th - first day of orientation
UManitoba	Q1: 3rd week of Sept if possible (Sept 14) for our online CAPSI Awareness Week
U of T	Q1: 3rd week of August would be fine
UWaterloo	Q1: Any time before January
U de M	Q1: Before August 26-27
ULaval	Q1: Before the end of September if possible
Dalhousie	Q1: 3rd week of August if possible, so it can be given out to students at the beginning of the school year.
MUN	Q1: Late August/early September so we can add anything specific about this year and how our school is handling COVID

M. Patrick comments that it depends on the school. Some schools sell membership for the entire program, whereas others sell annually. May not have decisions regarding local/national competitions by August. Feels we should represent CAPSI as it normally is in order to capture first years in schools where membership is only sold at the beginning of the program.

S. Vos states she can help with this. Should be coordinated with the promotional video. Pamphlet more streamlined, video more in depth, or vice versa.

W. Boudreau echoes S. Vos regarding video. If we want to reuse the video, needs to be more general. Easier to put specifics in pamphlet and then erase and switch in future years when situation changes.

L. Symonds would like to discuss this further via Slack/email.

M. Contreras questions whether we can reuse last year's wellness video.

M. Patrick states we can recirculate this and will speak with the Wellness Committee about this.

9. Discussion Regarding Position Statements (15 min)

L. Symonds

Background: CAPSI has released position statements on a regular basis, most recently on mental health. Is there a topic this year that we would like to pursue, perhaps COVID-19 related? We could potentially state the importance of pharmacists as receivers of PPE in such events, about how dispensing fees are not easily dropped (though this may potentially be past its prime) or a general ask for more permanent expansion of scope to show how pharmacists have helped and can continue to support the health care system with or without a pandemic. Looking for an open-ended discussion on this.

S. Terekhovska feels there are many opportunities regarding advocacy and position statements within CAPSI. IPSF surveys member organizations (like CAPSI) on topics they deem most important. Every year, choose topics for global and regional declaration. CAPSI has potential to survey members and see which issues advocacy is most important for. CAPSI could then publish a set number of policy statements per year. IPSF has resources on how to write these. Last year, IPSF released a declaration on vaccine hesitancy, and CAPSI released a position statement, written on the article. Every time IPSF does a declaration, they release an advocacy toolkit as well. Potential for CAPSI Advocacy Committee to collaborate with IPSF Policy Committee to utilize resources.

H. Saunders suggests disparities in healthcare as an advocacy/position state topic. At Dal, students would be looking for something like this from CAPSI. Avoiding talking about the Black Lives Matter movement would likely be frowned upon by members. Having a statement from CAPSI as a National community would be beneficial.

L. Symonds questions whether members are wanting this in the form of a position statement or a more general statement. Position statements often take a significant amount of time to create and edit prior to dispersing.

H. Saunders clarifies that it does not need to be an official position statement. Having a more general article on healthcare disparities would be appropriate, in addition to having a more detailed position statement at a later date.

A. Chadha echoes H. Saunders. Need something concrete to take to faculties. When CAPSI does make a statement, should include what changes can be made to the curriculum to best serve minority populations. Faculties are looking to make changes, so should offer actionable suggestions.

C. Vaccaro agrees that working with IPSF would be ideal, in addition to creating an advocacy toolkit for CAPSI members interested in advocacy. Some statement needs to be made by CAPSI regarding Black Lives Matter, specifically access to healthcare for marginalized communities. Should focus position statements on current topics and how it relates to patient care, such as PPE for pharmacists in the upcoming vaccine season and COVID testing.

J. Kwon echoes A. Chadha in regard to concrete suggestions. Reach out to American equivalent of CAPSI to build relationship, discuss what they are currently doing to amplify the Black Lives Matter movement. General training in advocacy may be a helpful topic as well.

S. Terekhovska adds that as an organization that represents pharmacy students, it is important to advocate for pharmacy students and practice issues. If CAPSI as an organization speaks out on humanitarian issues now, will be held accountable for past and future humanitarian issues. Feels it would be best to keep the focus on health-related topics.

G. Sicotte-Mendoza agrees it is important to make a statement on Black Lives Matter, in keeping with our value of Unity.

M. Patrick recommends that council members sign up for the advocacy committee if interested in helping write position statements/having input on position statement topics.

L. Symonds echoes M. Patrick. Adds that part of her platform was training students to advocate for themselves. Was hoping to do a competition, however if something else could take the place of this (such as a toolkit), this would be ideal.

BIRT CAPSI National refers this item to the Advocacy Committee to be reassessed at the Summer TC.

**L. Symonds/S. Schuhmacher
Motion Carried**

10. Mental Wellness Position Statement Discussion (10 min) L. Symonds

Background: Last year's position statement on Mental Health was completed in January and received some responses from Faculty, mainly from U de M, who were interested in discussing strategies to support students. In light of events, the conversations never did happen. Are we interested in pursuing these conversations further?

K. Miclat left the meeting at 11:08 AM MST.

J. Kwon suggests following up with Deans of each Faculty to see what Faculties have done that may not be visible to student members. Mental Health not a one-time advocacy effort, so following up to hold accountable would be ideal.

S. Terekhovska states we should follow up with those who reached out to us following the position statement. Mental health still relevant, and if we want to prove that we are invested in members health, we need to follow up.

S. Boudhine echoes S. Terekhovska. Most people are unsure as to how to maintain their mental wellness at this time. Could include online resources for support.

K. Miclat re-entered the meeting at 11:11 AM MST.

P. Sanjab echoes S. Terekhovska. At Laval, Faculty not doing much for mental health. If CAPSI pursued the conversation, this may help to increase their action.

H. Saunders agrees with S. Terekhovska regarding following up with those Faculties that replied. Not following up with these Faculties would take away from the effort put into making the position statement in addition to reflecting poorly in CAPSI by not holding Faculties accountable for taking care of students' mental health.

L. Symonds states that ideally this would have been something that was followed up on last year. Requests assistance from French-speaking council member to reply to U de M.

D. Bergeron states that while U de M is aware of student's mental health needs, would still be good to follow up. Willing to assist Lexi with replies.

BIRT this item is referred to the Wellness Committee to be reassessed at the Summer TC.

**M. Patrick/S. Vos
Motion Carried**

11. Mental Health and Wellness (1 min) C. Vaccaro

Background: In February, UdeM sent a [report](#) on Montreal's Mental Health Activities. This Winter, we appointed a student to our local council to help us incorporate better

wellness practices into our College and regularly discuss how to improve student wellness with our Faculty. Could locals please fill out the following table.

	<p>Question 1: Do you have a student/student(s) who help with student wellness initiatives at your school?</p> <p>Question 2: If so, would we be able to connect these students nationally? Include contact information if possible.</p> <p>Question 3: What does your school/program do for wellness? What has worked? What has not?</p>
UBC	<p>Q1: We are currently trying to expand our wellness initiatives through the local CAPSI's advocacy committee.</p> <p>Q2: Yes, I can. Need to confirm with them first.</p> <p>Q3: Our pharmacy undergraduate society also organizes many, including movie nights, wellness workshops, a wall of wellbeing in the student lounge (with monthly wellness-related questions and sticky notes for people to answer on), yoga nights, and Pugs and Drugs. We also get weekly emails from the faculty as well as UBC admin about available resources at Counselling Services, if needed. Other pharmacy clubs and fraternities also have a few wellness events throughout the year.</p>
U of A	<p>Q1: Yes, our program has a wellness committee that is run by the VP Student Services of our pharmacy student association.</p> <p>Q2: Yes - our VP Student Services</p> <p>Q3: We have done a lot of small events and contests for student wellness. Some of these events were run with the help of the faculty's student services team. There was also a social media challenge in February that was quite successful and had a lot of participation. Our program has an on-call psychologist (don't know how accessible this is to students). We have a very engaged student services team who are very willing to support students.</p>
USask	<p>Q1: Yes - Our student society has started a wellness committee</p> <p>Q2: Yes - they are starting an Instagram page and probably an email</p> <p>Q3: The College of Pharmacy and Nutrition had a Student-Faculty wellness committee that was overtaken by the needs of the faculty and overruled by the faculty. The student society started an initiative on their own, separate from the faculty.</p>
UManitoba	<p>Q1: Starting this fall</p> <p>Q2: Yes</p>
U of T	<p>Q1: Club called IMHAP hosts events and class councils organize many wellness events as well.</p> <p>Q2: IMHAP is on facebook: https://www.facebook.com/imhapuoft/.</p> <p>Q3: Faculty has an embedded Wellness Counsellor in our program who offers brief counselling services for students at the faculty. There have been events held by UPS, class councils and clubs and UTSU also provides students with free snacks as well during exam season.</p>

	<p>We also have a peer mentor system with first year and upper years which help with school stresses.</p>
UWaterloo	<p>Q1: Our school has two student-run organizations that focus on wellness, RxPRN and BehindMyMind. RxPRN organizes many different wellness initiatives such as therapy dogs, yoga and they also run an anonymous online peer network. BehindMyMind is run by one of our local CAPSI executives and it is a platform for mental health awareness.</p> <p>Q2: Possibly, will need to reach out to them first.</p> <p>Q3: Recently, our academic advisors have been sending out weekly student support emails. The school also organizes a “Thrive Week” which is a university-wide event that focuses on student wellness initiatives.</p>
U de M	<p>Q1: The wellness committee “Ça va” in montreal is still in place. The Academics affairs officer is the one in charge of it.</p> <p>Q2: Our academics affairs officer will be available to answer any questions about our wellness committee!</p> <p>Q3: We have several faculty members who are available to talk to students if they feel over-stressed or are going through something. We also have a stress-meter so the faculty can have an idea of student stress level during different periods of the year. Some faculty members are also involved in our “Ça va” committee and have given us funds for some of our projects. The committee created a relaxation room and planned some activities to raise awareness on mental health and to give students access to the resources that they might need.</p>
ULaval	<p>Q1: Yes. We have a branch of our local council that is dedicated to mental wellness and 1-2 students per class are trained to deal with depression/suicidal thoughts if a student reaches out to them. The local council is also discussing with the dean for more ways to improve mental well-being of our students</p> <p>Q2: Yes. I will ask them if it’s okay for them to give me their contact information at our next meeting next week. In the meanwhile, they have a Facebook page called PHAre (https://www.facebook.com/PHareulaval/)</p> <p>Q3: Unfortunately, the faculty doesn’t do much. It’s mostly student-run organizations that run activities for mental health. The faculty is considering hiring a full-time psychologist/mental health counselor though.</p>
Dalhousie	<p>Q1: Not really, our student society organizes some wellness activities</p> <p>Q2: This isn’t a specific position that is in place at Dal at the moment</p> <p>Q3: We have a faculty member who is available to talk to students about mental wellness. She is excellent at accommodating students and ensuring that everyone has what they need. Our student society organizes some wellness events throughout the year but there is nothing huge that we do.</p>

MUN	<p>Q1: Not really, all activities are either put on by us or our student society (MUPS) and they mostly focus on drinking events</p> <p>Q2: If you connect nationally perhaps we can create this position at MUN this year and join in</p> <p>Q3: We just have the counselling center that's university wide there's nothing specific to our faculty</p>
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12. Land Acknowledgements (10 min)

C. Vaccaro

Background: Over the summer, I've been in conference calls, which have included land acknowledgments. The host has taken the time to acknowledge the land they are on while asking other attendees across Canada to do the same. What are our thoughts on incorporating land acknowledgements into our meetings? It's a thoughtful way to think about our role in reconciliation as students and future pharmacists, so I'd like to open the discussion.

S. Schuhmacher agrees that Land Acknowledgement would be meaningful. Indigenous peoples being left out of discussion of groups that face discrimination, so this would be a way to start better acknowledging this as a council.

M. Patrick agrees that when meetings are in-person, this should be done. Given the current situation and how spread out council members are, questions how we can do this efficiently over virtual meetings.

C. Vaccaro states that the host would make the acknowledgement and then ask other attendees to reflect on the land they are on.

S. Vos echoes C. Vaccaro regarding having the host of the meeting making the acknowledgement. If having a National meeting, could make a more general statement.

TJ Dhadial suggests adding the land acknowledgements of each school and then using the acknowledgement of the respective host.

M. Patrick to create a document where these can be submitted.

BIRT CAPSI National takes time during their meetings to acknowledge that we are on traditional territories of many First Nations, Métis, and Inuit in the spirit of reconciliation at the beginning of each National Council meeting.

M. Patrick/C. Vaccaro

Motion Carried

E. Zerr comments that it is important to acknowledge the land and the people whose land we reside on.

L. Lueken comments that the land acknowledgement should be done at the beginning of the meeting or at the same time of each meeting to take the time to reflect and respect the people whose land we reside on before hosting the remainder of the meeting.

C. Vaccaro comments that land acknowledgments do not need to be at a particular time but should be at a time when everyone is attentive (i.e. not when we are getting ready to begin or about to dismiss)

S. Vos provides an example: “We acknowledge that we are on traditional territories in Alberta of the many First Nations, Métis, and Inuit whose footsteps have marked these lands for centuries.”

M. Contreras (<https://www.amnesty.ca/blog/activism-skills-land-and-territory-acknowledgement>)

13. Pharmacy Practice and Business Collaboration (5 min)

A. Tu

Background: CAPSI is partnering with Canadian Healthcare Network and the Pharmacy Practice + Business journal to increase student participation. We are discussing having a regular student blog on the Canadian Healthcare Network website where students can share their perspectives on pharmacy (i.e. what are their goals, what are their ideas for the profession and for their own future). Right now, we are thinking about monthly blog features (~700 words). Blogs would also be featured in the Pharmacy Practice + Business publications and could also be featured in CAPSIL issues. I think this will be a good opportunity to share student perspectives with professionals in addition to other students. I would like to get input from the council on these initiatives, what are your thoughts?

S. Terekhovska states this is a good idea. Only time we get to hear the voices of CAPSI members is through CAPSIL, which is not enough. Having an additional blog will allow us to hear these voices more often and will provide a networking opportunity.

K. Miclat feels this is a great initiative. Two approaches to have people contribute to the blog - after CAPSIL submissions, could let members know we're looking for authors, or could send a social media call out to attract student writers who are passionate about advocacy. More discussion needed about how to attract writers.

M. Patrick adds that we can advertise this as writing for a larger pharmacist blog but can also inquire about having articles included in the CAPSIL.

M. Contreras comments that based on how reliant CAPSI is on our French council members to translate, should reach out to French members to determine how they translate their articles

S. Vos left the room at 11:33 AM MST.

A. Tu comments that he will inquire about the translation process.

14. Standardization of French Translation of CAPSI Values (2 min)

J. Kwon

Background: As I was translating the CAPSI 2019/20 annual report, I noticed there were different versions of the CAPSI values and their definitions in French. I would like to refer this item to the Translation Committee so that we can settle on one version of the wording for each value.

BIRT CAPSI National refers this item to the Translation Committee and the Constitutional Review Committee to be reassessed at the Fall TC.

J. Kwon/A. Chadha
Motion Carried

M. Patrick left the room at 11:36 PM MST.

15. Standardization of Competitions (30 min)

D. Bergeron

Background: Follow-up item from PDW 2020. This is what I have pointed out from our discussions at PDW 2020 to better standardize competitions.

	<p>Question 1: Should all schools use volunteer students to play patients in PIC/OTC?</p> <p>Question 2: If so, would all schools be ok with having a cap of \$250 reimbursed by CAPSI to pay for PIC/OTC running costs?</p> <p>Question 3: A comment that often comes out about PIC is that the case is too complex and too long to fit in a 10-minute consultation. Do you think that I should keep the same format or that I should make it more feasible to address all issues relevant to the case in 10 minutes?</p> <p>Question 4: Do you feel comfortable if I make PIC more adapted to a 3rd-year student's knowledge and OTC more adapted to a 2nd-year student's knowledge?</p>
UBC	<p>Q1: Nothing wrong with using volunteer students. However, it depends upon how many we can find. I think our faculty members are also nice enough to help out.</p> <p>Q2: Yes.</p> <p>Q3: I would simplify the case a little to give more time to each issue. Also, be wary of technical issues if we are doing these competitions virtually.</p> <p>Q4: I don't think it matters. Should be fine either way.</p>
U of A	<p>Q1: It may be hard finding volunteers especially if it will be online, but it would help save money.</p> <p>Q2: Yes.</p> <p>Q3: Slightly more time might be beneficial but not too much as that might make it too easy</p> <p>Q4: Yes</p>
USask	<p>Q1: It would save money but not all students are able to perform the same. Sometimes U of S has trouble finding enough volunteers, but it could be done.</p> <p>Q2: Yes - I think that would be enough</p> <p>Q3: It was too complex last year, all students ran out of time. I think it would be for the best interest of the students to make it more feasible to fit in a 10-minute consultation</p> <p>Q4: Yes</p>
UManitoba	<p>Q1: Depends on if we can find volunteer SPs, U of M has difficulties</p>

	<p>with volunteer recruitment.</p> <p>Q2: Depends on each local site. For example, in the past, when we couldn't find volunteer SPs, Manitoba was charged a lot of money for SPs through U of M. So our running costs were higher than 250. Maybe a flexible reimbursement scale depending on the school's situation (if volunteers were used or not).</p> <p>Q3: No problem with either or as long as it's similar to the national competition.</p> <p>Q4: Yes! These are usually the only students who compete anyways. An aside: if competitions are online, how will we ensure standardization of resources used for PIC/OTC? Online or hardcopy access to CTMA, CTC, RxFiles, etc.</p>
U of T	<p>Q1: I don't think it makes too much of a difference from a standardization perspective. In recent years volunteer students have been prepared in advance so that our volunteers are standardized in difficulty/responses. Some schools with smaller membership may have trouble finding students. We reimburse with food :)</p> <p>Q2: No problem with that, I feel that is enough.</p> <p>Q3: We did have a lot of student's voice HOW difficult it was to get through the information in that amount of time, however I would not increase the length (might deter students for the time commitment). If you decrease the difficulty i would not do so by too much, as we still want to challenge the competitors. Most importantly make the level of difficulty similar between local and national competitions.</p> <p>Q4: We are okay with this!</p>
UWaterloo	<p>Q1: We usually pay for standardized patients, but we can always use students if that's what other schools do.</p> <p>Q2: Yes</p> <p>Q3: Slightly easier but still a challenge</p> <p>Q4: Usually its 3rd and 4th year students that participate in PIC/OTC</p>
U de M	<p>Q1: We've always used students to play our patients in PIC/OTC. We buy them food and a gift as compensation</p> <p>Q2: No problem with that</p> <p>Q3: I would suggest either extend the time of a PIC or make the case more feasible in 10 mins. However, it should also be similar to the national competition</p> <p>Q4: Yes. Historically, more 2nd year students participate in OTC vs in PIC.</p>
ULaval	<p>Q1: Personally, I don't think it really matters. It would save money obviously, but some schools have a hard time finding volunteers (which is not our case)</p> <p>Q2: For Laval, I would see no problem with that. Our running costs are not higher than 250</p> <p>Q3: Maybe having a slightly more feasible case would be nice for the time-related issues, but we have to find a good balance between having it "too easy" and "simply impossible to achieve in 10 minutes"</p>

	Q4: 100%.
Dalhousie	<p>Q1: Dal has been using student volunteers for a while and there have not been any problems finding volunteers. Where we don't have that many people competing, we don't need many volunteers</p> <p>Q2: Yes, I think that would be enough</p> <p>Q3: I think that having a more feasible case that is still challenging would be ideal. Either make the time a little longer or make it a little less complex.</p> <p>Q4: Yes. My only concern is that the curriculums vary between schools so finding ones that are appropriate for all second-year students and all third-year students could be challenging</p>
MUN	<p>Q1: Yes, we've always used volunteers and haven't had issues</p> <p>Q2: Yes</p> <p>Q3: Either giving a bit more time or a more straightforward case would be a good solution</p> <p>Q4: Yes, as long as you can find something that fits within the differing curriculum for all the schools</p>

S. Vos and M. Patrick re-entered the room at 11:37 PM MST.

C. Vaccaro comments that the price for SP's in Manitoba has been \$300-500. Do we want all schools to be using volunteers or SP's? If continuing with SP's, budget will need to be increased.

M. Patrick inquires as to why Manitoba typically uses SP's and whether using volunteers is possible. Per CAPSI's Unity value, would be optimal to all use either SP's or volunteers. Recognizing that CAPSI's financial situation is not optimal, volunteers would be ideal.

C. Vaccaro indicates that Manitoba has historically used SP's in preparation for SP's used at National competitions.

D. Low left the room 11:38 AM MST.

D. Bergeron inquires as to whether \$250 budget will be appropriate.

C. Vaccaro suggests increasing spending cap to \$500.

G. Sicotte-Mendoza inquires what other costs Manitoba has aside from SP's.

C. Vaccaro states that increased spending cap would be to accommodate SP's for online competitions.

M. Patrick clarifies that National Competitions at PDW use student volunteers, not SP's. Adds that since volunteers are used at National Competitions, we do not need to invest this money in using SP's for Local Competitions.

G. Sicotte-Mendoza states that volunteering as an SP was one of the things that attracted her to CAPSI to gain familiarity with OSCE-style cases, see how different people practice differently. Adds that volunteering is a good educational opportunity.

C. Vaccaro states that Manitoba will look into using volunteers for local competitions.

BIRT local councils will be reimbursed up to a maximum of \$250 to spend on PIC/OTC running costs for this year, to be reassessed in June 2021.

M. Patrick/G. Sicotte-Mendoza

Motion Carried

D. Low re-entered the room 11:44 AM MST.

16. Competition Prize Descriptions (10 min) D. Bergeron/G. Sicotte-Mendoza

Background: Will be providing a guidance document for reimbursements (in usual times). Proposed changes for this year only as we will not have PDW.

G. Sicotte-Mendoza clarifies that for National Competitions, she will be reimbursing winners directly and therefore will need their email addresses.

D. Bergeron notes that the local and national forms should be accessible to all council members, however VP Ed will be the one filling out the national form.

A. Chadha requests clarification. Locals won't fill out national form, however will locals be responsible for providing the winners email addresses?

D. Bergeron and G. Sicotte-Mendoza clarify that VP Ed will have access to these email addresses, so locals won't have to provide these.

D. Low adds that CSHP Award should specify that the \$200 is for registration. Also need to specify whether or not tax for registration is included. Could also specify for Guy Genest that local councils provide \$100 of the award.

M. Contreras inquires as to what happens if there is a tie during National Competitions.

D. Low clarifies that if there is a tie, the total of the two prizes should be added together and split between the winners that tied. This prevents competition budget overages.

BIRT CAPSI National uses the competition reimbursement forms proposed by the 2020/2021 Finance Officer and VP Education.

M. Patrick/G. Sicotte-Mendoza

Motion Carried

Motion to recess until 1:00 PM MST.

M. Patrick/G. Sicotte-Mendoza

Motion Carried

M. Patrick called the meeting to order at 1:00 PM MST.

17. CNTP Discussion

M. Patrick

Background: Referral from Day 1 - S. Goldstein inquires what CNTP is going to look like logistically, as Waterloo has considered hosting virtually over their summer semester.

Need to discuss how CNTP will work this year so that locals are able to proceed with planning in a timely manner. How do you foresee this going forward at a local level?

A. Chadha notes that U of A holds their competition in November. The local competition will involve filming videos. This may pose an issue in terms of contestants submitting the same video to the national competition.

K. Miclat notes that U of T will also be holding a virtual competition in the Fall. Normally charge admission and donate to the winner's charity of choice. Potentially leave up to locals as to whether they want to coordinate it this year and then not have the national competition this year.

E. Zerr echoes K. Miclat. USask has not considered doing theirs online yet. Agrees with leaving the national competition out this year.

A. Le notes U de M normally has competition in the Fall. Were thinking about holding their local competition during PAM and then sending the winner to PDW 2022.

C. Vaccaro notes Manitoba is planning on having their local competition and passing on the national competition.

H. Saunders notes that a local competition may not be feasible for Dal in terms of participants and attendance. Proposes having a national competition only.

S. Schuhmacher notes MUN normally has their competition at the end of PAM. Likes the idea of virtual competition. Because this is such a fun part of PDW, could we highlight the winning videos from each school for members across the country to watch.

S. Goldstein mentions that Waterloo was looking at splitting up the categories. Each contestant would submit a different idea for each category. May enhance participation as you only have to compete in 1 part of the competition.

M. Patrick comments that it may be best to leave CNTP up to locals' discretion. Would be nice to do a national competition to bring everyone together, however logistically, this may be difficult due to technology and other initiatives.

S. Vos proposes that if everyone is doing their competitions virtually, could make a YouTube CNTP channel where we post the winner from each school and then everyone has a month to vote. Could have viewing parties at respective schools. Would take less effort than coordinating a synchronous virtual national competition.

C. Ma inquires about when the deadline for voting would be. Logistics may be difficult as all schools hold their local CNTP at different times.

K. Miclat likes the idea of uploading on YouTube. Concerns about local schools feeling like they must coordinate to participate in national CNTP.

S. Schuhmacher suggests referring to Sr/Jr meeting to determine what locals feel will work for them, determine format, timeline, etc.

BIRT CAPSI National refers this item to the Sr/Jr meeting for further discussion, to be reassessed at the Summer or Fall TC.

S. Schuhmacher/L. Symonds
Motion Carried

18. Goodlife Fitness and Unique Member IDs (5 min)

S. Vos

Background: We will be offering a Goodlife Fitness membership benefit for this coming school year, through the CPhA Goodlife Corporate Program (the annual corporate membership rate is \$449.00). In order to validate people as members of CAPSI when they are signing up for a membership, Goodlife needs a unique member ID for each CAPSI member, and then members will be required to enter this unique member ID when accessing the online Corporate Membership Program registration tool. Therefore, all of the membership drives from now on will have a column for each member's unique member ID, so that the Executive Secretary can just forward the membership drive to any sponsor that requires them.

L. Symonds left the meeting at 1:15 PM MST.

A. Chadha inquires about where this topic was left off at our last meeting. Local association in AB offers this membership benefit already, so do we have to provide this?

S. Vos states that all members will be eligible to get this benefit, whether they choose to use it or not.

A. Chadha clarifies that seniors/juniors still have to input the data, so if members aren't going to use it, this would be a significant amount of work.

S. Vos clarifies that individual members will sign up for this benefit if they want to. The unique membership ID would be created by the senior/junior to get the discount.

A. Chadha points out that some students wouldn't be comfortable giving their student ID as it may be linked to grades.

S. Vos states the seniors/juniors will need student IDs unless we created a number for all individual CAPSI members. Only CAPSI national and CPhA will have access but may still concern some students.

L. Symonds re-entered the meeting at 1:19 PM MST.

K. Miclat questions whether this is included in the regular CPhA membership benefit drive that is normally sent to VP Communication/Secretary to forward to CPhA.

S. Litchmanova inquires whether we can just give the school code and then have students add their ID individually.

S. Vos indicates that CPhA needs this information to register the benefit.

A. Le points out that there are no GoodLife Fitness gyms in Quebec.

M. Contreras states that Quebec has Énergie Cardio.

M. Patrick states that this membership benefit for Quebec members will be discussed further between Quebec local reps, Sam, and CPhA.

BIRT CAPSI National tables this item to be reassessed at the Summer 2020 TC.

S. Vos/S. Litchmanova

Motion Carried

19. Sponsorship Package (10 min)

S. Vos

Background: Since PDW 2021 will be postponed, a few changes have to be made to the sponsorship package this year. The PDW-related sponsorship benefits (there were two) have been taken out and replaced with a new benefit; for platinum sponsors to be featured in one of CAPSI's membership emails, outlining what they can do for pharmacy students. Additionally, the PDW description in the package will be replaced with a description on whatever we choose to do instead, such as more webinars, a virtual PDW, or something along these lines. Other than these changes, the sponsorship package will stay relatively the same as last year. This year's sponsorship package is linked [here](#).

CAPSI Club Membership Document is linked [here](#).

R. McLean left the meeting at 1:28 PM MST.

G. Sicotte-Mendoza inquires about whether the sponsorship package will be in French as well to retain sponsors from PDW 2020.

S. Vos states this has not been done in previous years and that it would likely take a significant amount of work from the Translation Committee. If able to take this on, that would be great. If not, could be an ongoing project so that it is translated for next year.

A. Tu comments that we will have to see how many people are on the committee before deciding. Should discuss this at the first committee meeting to see if it's feasible.

G. Sicotte-Mendoza comments that for PDW 2020, they allowed sponsors to purchase specific items from within packages instead of having to purchase the entire package. ("A La Carte" option)

S. Vos to communicate with G. Sicotte-Mendoza regarding PDW 2020 sponsorship package to determine how to price individual items.

W. Boudreau inquires about whether there are any new sponsors to contact this year or if they are all sponsors from previous years.

S. Vos has a list of prospective sponsors as well as current sponsors. S. Vos will contact current sponsors to see if they want to retain their current level of sponsorship. S. Vos will send the new sponsorship package to prospective sponsors once it is finalized. Will also generate a list of current sponsors, associations.

M. Patrick adds that the Translation Committee can create a list of items from this meeting that have been requested for translation. Can rank items that are most important to translate and focus on these items first. Feels that translating the sponsorship package would be beneficial for acquiring new sponsorship.

R. McLean re-entered the meeting at 1:31 PM MST.

K. Miclat left the meeting at 1:33 PM MST.

BIRT CAPSI National approves the 2020-2021 sponsorship package, to be reviewed by the Executive Council prior to distribution.

M. Patrick/S. Vos

Motion Carried

20. Notebooks (30 min)

S. Vos/M. Contreras

Background: Four topics to bring up regarding CAPSI notebooks including number of notebooks to be ordered, addressing the cost of notebooks, possible delay in notebook delivery and notebook cover contest.

1. Number of Notebooks

- Based on the following responses on how many members are interested in getting notebooks for 2020/2021 from this [survey](#), we may be looking at around 2000 notebooks.
- It was also suggested as per Operating Manual 2.1.1.1 that each CAPSI member should receive an agenda per year. However, given this disconnect with # of interest vs. # expressed by OM, council could consider updating OM. Other supporting factors warranting a change in OM include:
 - Lesser amounts provided last year (~1300) due to financial and ecological costs also support a change in our operating manual.
 - CAPSI agendas have been a topic of ecological waste in many schools.
 - Even with notebooks, not every CAPSI member will believe it will be a useful membership benefit.
- Thus, I propose that the OM also be adjusted somewhere along the lines of what I noted above like: *One (1) CAPSI notebook per membership year (upon publication) or as the current council deems appropriate.*
 - Disclaimer ensures that if CAPSI National is not financially able to provide this benefit or decides not to, we are able to cap our order or not order at all.

K. Miclat re-entered the meeting at 1:37 PM MST.

J. Kwon comments that not much in the OM is stated explicitly, so don't necessarily have to change. Foresees this year being very different from future years, so may not need to change the OM now.

M. Patrick feels that the "deems appropriate" clause will allow flexibility in the future and should be motioned.

BIRT CAPSI National refers this item to the Constitutional Review Committee for reassessment at the Summer TC.

S. Vos/D. Low

Motion Carried

2. Cost of Notebooks

- Here is the short summary answer for expected cost of notebooks:

# of Notebooks	Expected Overall Cost	Adjusted with CU Ad Contribution (\$2000*)	Range**
2000	~\$5500 + tax	~\$3000 + tax	+/- \$400
3000	~\$7000 + tax	~\$4500 + tax	+/- \$500
4000	~\$8000 + tax	~\$5500 + tax	+/- \$700

- * = CU Ad guarantees \$2000 for advertising on behalf of CAPSI. Any extra funds are shared between CAPSI and CU Ads. Based on previous history with CU Ads, extra funds are variable and should not be expected; ** = Lower limit if delivered to one location and CAPSI pays for shipping separately (however, also requires manpower at Toronto). Upper limit if delivered directly to all schools. Eg. For 2000 notebooks, if delivered to all schools, the expected, *adjusted* overall cost = \$3400 + tax
- If interested in detailed breakdown of cost, [click here](#)
- Based on the decided number of notebooks that CAPSI would like to order for their members this year, is it possible for CAPSI to procure \$X (\geq \$3,500) from the 2020/2021 CAPSI budget for notebooks this year?

K. Miclat cannot comment on financial feasibility. In terms of workload, U of T has a CAPSI local council. Inquires about whether they will be able to get access to the building where notebooks would be delivered. U of T also waiting to see what Fall Semester format will be. If fully online, many council members likely won't be in the area.

S. Vos would prefer to send to schools individually, especially because some schools don't want notebooks delivered until January, which would require U of T to store the notebooks.

G. Sicotte-Mendoza suggests that notebooks could be sent directly to a representative instead of the school. Feels \$900 is not reasonable for shipping to individual schools.

A. Chadha comments that if all agendas were shipped to U of T, more people would be touching the notebooks while repacking them, which given COVID, would be less than ideal.

S. Vos states they would just re-labeling boxes, not taking notebooks out of the boxes. However, this does pose a greater risk to CAPSI council at U of T.

S. Goldstein left the meeting at 1:47 PM MST.

K. Miclat states that mail is not delivered directly to hers or Michelle's apartments in downtown Toronto, in addition to not having vehicles to take repackaged notebooks to the post office. Inquires whether Waterloo has council members that could receive and ship these notebooks.

J. Kelly and M. Suon left the meeting 1:45 PM MST.

G. Sicotte-Mendoza questions whether we should wait until Winter semester to distribute notebooks given the number of students that will be online during the Fall semester, as this may pose issues with each school receiving them due to building closures.

W. Boudreau inquires whether we have considered not having this membership benefit this year, as logistics seem very difficult. Could then provide a "bigger" membership benefit next year.

S. Goldstein re-entered the meeting at 1:50 PM MST.

C. Vaccaro states she would rather have notebooks delivered earlier. Feels it would be easy to deliver notebooks to Manitoba members in a contactless way.

S. Vos notes that more schools opted for September delivery. Since U of T is likely unable to do this, will discuss this with Waterloo locals to see if this is feasible for them. If not, will contact Momark to determine shipping costs to S. Vos directly for repackaging and redistribution. Already have contracts with CU-Ads and Momark, so we cannot cancel this membership benefit as we would likely lose money (likely the same amount as paying for the notebooks themselves).

K. Miclat left the meeting at 1:50 PM MST.

BIRT CAPSI National refers this item to the Communication and Marketing Committee for reassessment at the Summer TC.

S. Vos/D. Low

Motion Carried

3. Timeline of Delivery

- With COVID-19, many pharmacy faculty campuses are or are expected to be closed for Fall 2019, which is typically when this membership benefit is delivered and provided. A topic that came is exploring the possibility of delivering the notebooks in January 2021 (e.g. when faculties open up again)?

	Question 1: When do you feel is the best time for these notebooks to be delivered to your members? Question 2: Comments or concerns if changed to a later delivery date?
UBC	Q1: Term 1 (Sept-Dec 2020) classroom activities are being planned to use online references. As far as what they have told us, Term 2 is also being planned to be online. Therefore, later in the year delivery looks fine for now. Again, with COVID's situation changing from time

	to time, nothing concrete can be said for Term 2 i.e. Jan-April 2021. Q2: N/A
U of A	Q1: September, I am suspecting we will be online the whole year so the date doesn't really matter. Would prefer to get it delivered to my house (Ayush) instead.
USask	Q1: September Q2: No - 4th years have already started rotations, everyone else is remote for the fall
UManitoba	Q1: September Q2: 4th years are on rotation come Oct, and most have requested notebooks.
U of T	Q1: Hard to answer due to uncertainty of our semester. If we are able to distribute during the semester, prior to the start of the semester in September would be great. If we are all remote it would not matter too much. Q2: That is fine. If first semester is remote, we were considering distributing second semester anyway.
UWaterloo	Q1: January Q2: There's never a time when all classes are in the school due to our alternating schedules with academics and co-op so really anytime in Jan-Feb would be good. 4th years go out on rotations starting in March so it would need to be before then.
U de M	Q1: January Q2: N/A
ULaval	Q1: January, but hard to gauge until we know for certain how the fall semester will be held. If students have access to the facilities, then September Q2: None that comes to mind.
Dalhousie	Q1: January. It is not required to live in Halifax for the fall term Q2: Fourth years will be on rotation but they will have to come back to Halifax eventually and it would be easier to store their notebooks until then rather than store them all for the entire fall term
MUN	Q1: September so we can try to use it to gain membership. With not being able to offer events, free stuff might show the new students that we have something to offer Q2: Just finding ways to gain members but notebooks probably won't be a huge factor

4. Notebook Cover Design Contest

- CAPSI Council annually votes on the winning design for the notebook cover.

- **Note: National Executives = 1 vote per member; Local Representatives (i.e. Sr./Jr.) = 1 per school.** We had an overwhelming amount of submissions (14 in total) - good luck deciding amongst yourselves :)

K. Miclat and M. Suon re-entered the meeting at 1:58 PM MST.

D. Low left the meeting at 2:02 PM MST.

21. Local Student Liaisons on Advocacy Committee (5 min)

L. Symonds

Background: As part of my platform this year, I plan to personally invite the student liaisons who sit on the regulatory and advocacy bodies of each province to join the Advocacy Committee. Could locals please fill out the following table.

	Question 1: Student liaison contact information. Question 2: If student liaisons have not been picked yet, what date do your elections occur?
UBC	Q1: Randeep Dhillon (Incoming Third Year BC Pharmacy Association Student Ambassador) randeepdhillon412@gmail.com BC Pharmacy Association Student Ambassador General Email: ambassadors.bcpha@gmail.com
U of A	Q1: Monica Choy (Students Advocating for the Future of Pharmacy Director): machoy@ualberta.ca
USask	Q1: Pharmacist Association of Saskatchewan (Advocacy) and Saskatchewan College of Pharmacy Professionals (Regulation) Liaisons Sr Stick in 4th Yr: Kelly Hu (keh935@mail.usask.ca) Sr Stick-Elect in 3rd Yr: Celynn Elder (cme522@mail.usask.ca) Sr Stick Elect in 2nd Yr: Maya Rattanavong (mar318@mail.usask.ca)
UManitoba	Q1: Pharmacists Manitoba, Brittany Cross (crossb1@myumanitoba.ca) 2nd yr College of Pharmacists of Manitoba (CPhM), Marina Rofaeil (Rofaeil3@myumanitoba.ca) 4th yr
U of T	Q1: Ontario Pharmacists Association, Simran Sharma (ss.sharma@mail.utoronto.ca)
UWaterloo	Q1: Ontario Pharmacists Association, George Daskalakis (gedaskal@uwaterloo.ca)
U de M	Q1: Meriem Khatem (President of UdeM local association): presidence.aepum@gmail.com Olivier Landry (VP of external affairs of UdeM local association): externe.aepum@gmail.com
ULaval	Q1: Marc-Antoine Tourville (President of Laval local association) president@agep.ulaval.ca

	Rockya Chaouch (VP of external affairs of local association) vp.externe@agep.ulaval.ca
Dalhousie	Q1: Pharmacy Association of New Brunswick--Joel McLoed jl495240@dal.ca Nova Scotia College of Pharmacists--Jessica Weagle (not an official representative but she is an employee) js329629@dal.ca
MUN	Q1: PANL student representative - Joseph McGraw mjmcgraw@mun.ca NLPB student representative - Stephanie Tracey smt587@mun.ca

22. Symposia Topic Discussion

L. Symonds

Background: Referral from Day 1. Now that we have discussed symposia logistics and all council members have had a chance to review the proposed symposia topics, we will discuss any amendments or suggestions before moving forward.

[Symposia Topics 2020-2021](#)

L. Symonds notes that if Topic 5 is chosen, it would be beneficial to complete a session on this sooner rather than later.

M. Contreras left the meeting at 2:05 PM MST.

M. Contreras re-entered the meeting at 2:08 PM MST.

23. Committee Dissolution

M. Patrick

BIRT the CAPSI National 2020-2021 Council dissolves all 2019-2020 standing and ad-hoc committees.

M. Patrick/A. Chadha
Motion Carried

24. Committee Formation (20 min)

M. Patrick

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

Finance Officer (Chairperson) ----- G. Sicotte-Mendoza
 President ----- M. Patrick
 President-Elect ----- W. Boudreau
 Past-President ----- J. Kwon
 One Sr. Rep. from Western Canada* ----- A. Chadha
 One Sr. Rep. from Eastern Canada** ----- K. Shchepanik
 Other Executive ----- D. Bergeron, C. Vaccaro, S. Diocee, A. Tu

Ex officio -----

Constitutional Review Committee: Drafts, reviews and amends the CAPSI Constitution (By-Laws, and Operating Manual), in addition to other official documents and contracts, as necessary. Composed of:

President-Elect (Chairperson) ----- W. Boudreau
Executive Secretary ----- J. Young
Two other members, which may include Jr./Sr. representatives, or executive members of the National Council ----- D. Bergeron, C. Vaccaro, M. Patrick,

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

Executive Secretary (Chairperson) ----- J. Young
VP Communications ----- S. Vos
CAPSIL Editor ----- A. Tu
One Senior Representative ----- A. Chadha
Other Council Members ----- C. Coles, K. Shchepanik, T. Duong, E. Zerr, L. Lueken, S. Litchmanova, A. Le, M. Kieley

Professional Development Week 2022 Planning Committee: Facilitate the organization of PDW 2022 in Toronto, Ontario (hosted by the University of Toronto) Composed of:

Local Sr. representative from the host school ----- K. Miclat
CAPSI President as an *ex-officio* member ----- M. Patrick
Local Jr. representative ----- M. Chung
Local Planning Committee as per discretion of the host school

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

Webmaster (Chairperson) ----- S. Litchmanova
President-Elect ----- W. Boudreau
VP Communications ----- S. Vos
CAPSIL Editor ----- A. Tu
One Sr. or Jr. rep. from Quebec ----- T. Duong
One Sr. or Jr. rep. from Western Canada* ----- C. Vaccaro
One Sr. or Jr. rep. From Eastern Canada** ----- S. Schuhmacher
Other Executives: ----- E. Zerr, C. Ma, M. Patrick, S. Goldstein, C. Coles

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

Past-President (Chairperson) ----- J. Kwon

President-elect ----- W. Boudreau
 CAPSIL Editor ----- A. Tu
 VP Communications ----- S. Vos
 Finance Officer ----- G. Sicotte-Mendoza
 Sr. or Jr. rep. from a French speaking school ----- P. Sanjab
 Sr. or Jr. rep. from an English-speaking school ----- C. Vaccaro
 Other Council Members ----- TJ Dhadial, M. Kieley,
 S. Schuhmacher, M. Suon, C. Ma

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

VP Education (Chairperson) ----- D. Bergeron
 Past-President ----- J. Kwon
 Sr. or Jr. rep. from a French speaking school* ----- P. Sanjab
 Sr. or Jr. rep. from an English-speaking school ----- TJ Dhadial
 Other council members ----- H. Saunders,
 R.Hanson, K. Mclat, S. Diocee, R. McLean, M. Kieley, C Vaccaro, S.
 Schuhmacher, S Litchmanova, T. Duong, S. Vos, A. Tu

**Must be different from the home school of the VP Education*

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

Student Exchange Officer (Chairperson) ----- M. Kieley
 IPSF Liaison ----- M. Suon
 One Sr. or Jr. rep. from Western Canada* ----- C Vaccaro
 One Sr. or Jr. rep. From Eastern Canada** ----- M. Chaung
 Other execs: ----- S. Schuhmacher, E.
 Zerr

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

CAPSIL Editor (Chairperson) ----- A. Tu
 One rep. from Université de Montréal ----- T. Duong
 One rep. from Université Laval ----- P. Sanjab
 One bilingual council member ----- W. Boudreau
 Any other council members interested ----- D. Bergeron, E. Zerr,
 G. Sicotte-Mendoza, A. Le, R.McLean, S. Litchmanova

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

VP Communications (Chairperson) ----- S. Vos

CAPSIL Editor ----- A. Tu
 President-Elect ----- W. Boudreau
 Webmaster ----- S. Litchmanova
 One Sr. or Jr. rep. from Quebec ----- A. Le
 One Sr. or Jr. rep. from Western Canada* ----- E. Zerr
 One Sr. or Jr. rep. From Eastern Canada** ----- S. Goldstein
 Any other council members interested ----- M. Contreras, L.
 Lueken, C. Coles, T. Duong, TJ Dhadial, J. Young, C. Ma, D. Bergeron, A.
 Chadha, L. Symonds

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

VP Education (Chairperson) ----- D. Bergeron
 One Sr. or Jr. rep. From each school that runs mock OSCEs:
 University of Waterloo ----- S. Goldstein
 University of Manitoba ----- C. Vaccaro
 University of Saskatchewan ----- E. Zerr
 University of Alberta ----- R. Hanson
 Memorial University of Newfoundland ----- S. Schuhmacher
 University of Toronto ----- K. Miclat
 University of British Columbia ----- TJ Dhadial
 Any other council members interested ----- S. Diocee, A. Tu

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

VP Professional Affairs (Chairperson) ----- L. Symonds
 VP Education ----- D. Bergeron
 Past-President ----- J. Kwon
 One Sr. or Jr. rep. from Quebec ----- S. Boudhine
 One Sr. or Jr. rep. from Western Canada* ----- C. Vaccaro
 One Sr. or Jr. rep. From Eastern Canada** ----- H. Saunders
 Any other council members interested ----- M. Suon, C. Coles, M.
 Kieley, K. Miclat, K. Shchepanik, L. Lueken, A. Le

Ad-hoc Electoral Committee: Responsible for increasing transparency about our election procedures, facilitating enhanced communication between members and local representatives during speeches and elections proceedings, and researching other methods of voting and logistics involved in order to make decisions about any changes to elections in the future.

Executive Secretary (Chairperson) ----- J. Young

Past-President ----- J. Kwon
 One Sr. or Jr. rep. from Western Canada* ----- S. Diocee
 One Sr. or Jr. rep. From Eastern Canada** ----- H. Saunders
 Any other council members interested ----- M. Suon, E. Zerr

Ad-Hoc Student Wellness Committee: A national initiative to make a push for student wellness by sharing ideas and events in order to allow better collaboration between all ten (10) local CAPSI chapters and destigmatize mental health.

President-Elect (Chairperson) ----- W. Boudreau
 VP Professional Affairs ----- L. Symonds
 Past-President ----- J. Kwon
 One (1) Senior or Junior Representative from each school:
 University of British Columbia ----- C. Ma
 University of Alberta ----- R. Hanson
 University of Saskatchewan ----- E. Zerr/L. Lueken
 University of Manitoba ----- S. Diocee/C. Vaccaro
 University of Toronto ----- M. Chaung
 University of Waterloo ----- K. Shchepanik/S.
 Goldstein
 Université de Montréal ----- T. Duong/ A. Le
 Université Laval ----- P. Sanjab/S. Boudhine
 Dalhousie University ----- H. Saunders/R.
 McLean
 Memorial University of Newfoundland ----- C. Coles

BIRT the CAPSI National 2019-2020 council form the above standing and ad-hoc committees.

M. Patrick/S. Vos
Motion Carried

25. Student Involvement in Committees (2 min) M. Patrick

Background: In the 2018-2019 and 2019-2020 council years, the following committees were opened to general members: Ad-hoc Advocacy, Membership, Ad-hoc Electoral, Communication and Marketing, Website, Translation, and Constitutional Review Committees. I would like to motion to keep these subcommittees open to general members indefinitely to avoid having to open to general members each year.

W. Boudreau questions whether it's necessary to have these open indefinitely if committees are dissolved and reformed each year.

S. Litchmanova seeks clarification on what an open subcommittee entails.
 M. Patrick clarifies that this allows general members to get involved with CAPSI National subcommittees.

J. Kwon further clarifies that after membership drives are completed, CAPSI National will send out a call for general members to join open subcommittees.

TJ Dhadial questions whether the general members are voting members.

M. Patrick clarifies that they are not general members. Participate in committee meetings, assist with committee activities, however, do not attend National Council meetings or have voting power.

M. Patrick/J. Kwon clarify that opening these indefinitely likely won't make a difference. If anything, may add committees to the open subcommittee list.

L. Symonds clarifies that subcommittee meetings are less formal than National Council meetings. If general members were to join these committees, will have similar duties to National Council members.

S. Litchmanova notes there is an "add a guest" option in Slack. Allows you to add them as a guest with a time limit and without having access to other CAPSI channels.

BIRT the CAPSI National 2020-2021 Council make the following subcommittees open to general members: Advocacy, Membership, Ad-hoc Electoral, Communication and Marketing, Website, Translation, and Constitutional Review Committees.

M. Patrick/W. Boudreau

Motion Carried

Motion to adjourn the meeting at 2:31 PM MST.

M. Patrick/K. Miclat

Motion Carried



C A P S I • A C E I P

Annex of Executive and Local Council Updates
Virtual June Meetings 2020

Saturday June 6th to Sunday June 7th, 2020

Local Council Updates

University of British Columbia (T. Dhadial/C. Ma)

Position Update:

- UBC CAPSI council has its next meeting planned for the last week of May or first week of June. This is where we are going to decide on the events for the upcoming year. UBC Pharmacy faculty has said that Term 1 classes i.e. September - December will be held online. Also the Dean has advised us to keep events virtual. However, we are still awaiting for an official confirmation from faculty & UBC AMS.
- Textbook orders will not happen this year. Term 1 will be delivered remotely and faculty has stated that there will be a shift to using solely online resources, such that there are no required textbooks.

Upcoming Events:

- UBC CAPSI retreat
 - Tentatively Aug 28-30, but may be postponed
- Great Pharmacy Adventure (optional student welcome/orientation)
 - UBC CAPSI intends to participate in the online event
- UBC CAPSI has partnered with CIBC to arrange financial literacy talks for students. A local CIBC mobile financial advisor will work with us to enlighten UBC pharmacy students about financial options available for them during their education, immediately after graduation and also when opening up their own business.
- UBC CAPSI's Advocacy Committee and UBC Outreach Committee are working together to start an initiative for seniors in Long Term Care Facilities. Termed as "Social Solidarity in Isolation Initiative", this outreach initiative aims to provide seniors in Long Term Care Facilities with access to virtual methods of companionship to prevent isolation. This involves volunteers working along with residential staff to help seniors use their time creatively during COVID-19 isolation especially when they are forced to not visit their family members.
- UBC CAPSI Council will work to start some mental health initiatives for its pharmacy students taking some inspiration from the UDEM's Mental Health Initiatives Report shared by Derek. It goes without saying that this is dependent upon COVID-19's situation in the future.

University of Alberta (A. Chadha/R. Hanson)

Position Update:

- Rachel and I will plan to meet in June/July to discuss how to plan the year going forward (once we have more information about school)
- Recruiting team members (students, Faculty, and Alumni) for the U of A 2020 RFTC Team
 - Reached out to run coordinator to find out how the run will function this year
- Supported 1000 Donors blood drive initiative by helping recruit donors and advertise event

Upcoming Events:

- Welcome letter for incoming class
- CAPSI lunch & learn (virtually?)
- Student orientation (August 26th: tentative)
- First day of class September 1st
- RFTC on October 4th, 2020

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

Position Update:

- Annual General Meeting via Zoom
- Introduced incoming 2020-2021 CAPSI local council
- May is Skin Cancer Awareness Month – online social media campaign

Upcoming Events:

- Incoming class welcome letter
- First Year Membership Drive/Lunch n Learn/Orientation about CAPSI
- Run for the Cure October 4, 2020 – if the event goes through, we plan on challenging other health science colleges at the U of S to raise the most money
- IPSF Health Campaign Letter of Recommendation
- Award of Professionalism
- Brainstorm alternative fundraising ideas

University of Manitoba (C. Vaccaro/S. Diocee)

Position Update:

- Finalized transition with Megha, outgoing Sr
- Regularly meeting with the Faculty, CAPSI local, and UMPPhSA regarding Fall term, events and student supports
- Collaborated with students and Pharmacists Manitoba regarding *Pharmacy Students Helping Pharmacists*
- Supported the following initiatives:
 - 1000 Donors (blood drive)
 - CAPSI USask Sun Cancer Awareness Month

Upcoming Events:

- Cautiously optimistic in planning for our Fall term events
 - Orientation (planning for both online and in-person scenarios)
 - CAPSI Awareness Week and BBQ
 - Dodge for a Cause (postponed to Winter 2021)
 - MNTP (likely postponed to Winter 2021)
 - Run for a Cure: in contact with the Manitoba coordinator regarding this year run

University of Waterloo (K. Shchepanik/S. Goldstein)

Position Update:

- Spring Term:
 - The Rx2023 class is in the second term of first year (1B). Rx2022 is in the second term of second year (2B). Rx2021 is on their third co-op work term.
 - The UW CAPSI local council held its most recent meeting on May 19th. Meetings are held bi-weekly on zoom due to our current pandemic situation. This meeting we introduced CAPSI to our newly elected members and voted on applications for Communications/CAPSIL director and PAM Chair. We also voted on holding our local WNTP remotely as a social media initiative during the summer and decided on dates for OTC Week. Additionally, we brainstormed remote ideas for OTC Week

Upcoming Events:

- WNTP
 - Date: TBD
 - Location: Remote

- Description: WNTP
- Cost: None
- Social Media Contest
 - Date: July 6th to July 10th
 - Location: Remote
 - Description: Social Media Contest
 - Cost: None
- Virtual OTC OSCE
 - Date: TBD (Week of July 6th to July 10th)
 - Location: Remote
 - Description: Virtual OTC OSCE
 - Cost: None
- Virtual OTC Trivia
 - Date: TBD (Week of July 6th to July 10th)
 - Location: Remote
 - Description: Virtual OTC Trivia
 - Cost: None
- Support Needed from CAPSI National: None

University of Toronto (K. Miilat/M. Chung)

Position Update:

- COMPLETED – Pin Design Contest
 - Date: March 30 – April 3rd
 - Location: Facebook
 - Description: UofT CAPSI sells pharmacy pins as a local fundraising initiative every year, so we held a Pin Design Contest online for students to submit pin designs for us to use in future pin sales. Two winners received \$10 e-gift cards
 - Cost: \$20
 - Support needed from CAPSI National: None
- We are brainstorming online initiatives for the upcoming Fall semester, preparing for the possibility that UofT students will be taught remotely. Nothing at UofT is finalized with regards to course delivery for the fall semester. Right now, we are focusing on how to introduce CAPSI strongly to the incoming class, and how to approach hosting a Phrosh event online.

Upcoming Events:

- (Potentially) Textbook Sales
 - Date: Orders typically due early August
 - Location: Pharmacy Building, University of Toronto
 - Description: Every summer, we sell Dipiro – Pharmacotherapy: A Pathophysiologic Approach textbooks and handbooks through an online form created by our governing student council, UPS. The textbooks are typically distributed at the beginning of September. If school opens up again to receive the textbook shipment and we receive confirmation from the faculty that we will be returning to campus in the Fall, we will follow through with these plans. However, this may be postponed to the Winter semester.
 - Cost: N/A
 - Support needed from CAPSI National: None
- Orientation Week Introduction
 - Date: tbd, usually first week September
 - Location: Pharmacy Building or Online

- Description: During student orientation, CAPSI typically provides incoming first year students with a presentation and an Ice Cream Social. Michelle and Kristina are waiting to see how orientation week will be delivered this year.
- Cost: N/A
- Support needed from CAPSI National: None
- Welcome Letter to first year students

Université de Montreal (T. Duong/A. Le)

Position Update:

- Derek (Outgoing Sr), Angelica and i will have a meeting next week to talk about the transition and the budget
- Angelica and I will have a meeting (June) to discuss our plan for the year forward on how to keep CAPSI visible in Montreal knowing the fall semester will probably be online.

Upcoming Events:

- Meeting with outgoing Sr, Sr and Jr
- Meeting with current Sr and Jr
- Election for the next UdeM CAPSI secretary next semester.

Université Laval (P. Sanjab/S. Boudhine)

Position Update:

- Sophia and I will meet during the month of July to discuss logistics regarding Fall events.
- Nothing new since Spring TC

Upcoming Events:

- CAPSI Booth and BBQ
 - Date: TBD (still waiting for answers from the Faculty regarding the fall semester)
 - Location: ULaval
 - Description: Booth in the main hall with a BBQ for 1st year students to learn about our local student council + CAPSI. We give out freebies (bags from Financière des Professionnels + CAPSI notebooks)
 - Cost: 0
 - Support Needed from CAPSI National: 0
- Preparation for fall competitions and activities

Dalhousie University (H. Saunders/R. McLean)

Position Update:

- Dalhousie completed our elections for incoming council on March 27, 2020. Robyn McLean was elected as CAPSI Jr. and Hannah Saunders as CAPSI Sr. Class representatives from each year were also elected to represent their year on our CAPSI council. Robyn and Hannah have met to discuss the upcoming year and to transition into our new positions.

Upcoming Events:

- None planned as of yet. We are trying to brainstorm social distance friendly/online events for the fall.

Memorial University of Newfoundland (S. Schuhmacher/C. Coles)

Position Update:

- A lot of brainstorming is going to need to occur during June / July for alternatives for our usual events.

- A “town hall” bluejeans (our version of zoom) meeting is taking place between our Dean and any students that are interested to answer some common questions about what this year will look like. The date hasn’t been announced yet but hopefully this will clear up some of the obscurities with what is happening.

Upcoming Events

- Introduction letter to incoming class of 2025
- CAPSI Membership Drive – Method of recruitment to be determined
- Fundraising for RFTC – socially distant alternatives to our annual ball tournament being considered
- First day of classes – September 9th 2020
- RFTC - October 4th 2020

Executive Council Updates

President (M. Patrick)

Position Update:

- Connecting with new council
- Purchase Zoom PRO
- Ensure all executives have transitioned into their new role
- Organize the President Inbox
- Respond to emails
- Create slack channels
- Draft letters to the Dean's
- Draft presidential address for Notebooks
- Set up June meeting
- Inform executives to start brainstorming what their goals will be for the year
- Attend a phone meeting with Shiftposts
- Attend a phone meeting with PDW 2021 and 2022 PC
- Support council members as needed
- Brainstorm ways to encourage collaboration and unity of the council

President-Elect (W. Boudreau)

Position Update:

- Completed
 - Finalized transition with Morgan
 - Read/note down/revision of Bylaws
 - Read/revision of Robert's Rules (in process)
 - Discussion of an App for CAPSI with Svetlana/Webmaster (in process)
 - Discussion for a possible partnership with Shiftposts (in process)
- Upcoming
 - Meeting with Morgan, Jenn, Sam, Jin about Shiftposts
 - (Probably quick meeting with Morgan before June 6th but to be confirmed if needed)

Past-President (J. Kwon)

Position Update:

- Completed
 - Reviewed Spring TC meeting minutes
 - Transition with President
- In Progress
 - Continue to provide guidance to incoming President and President-Elect
 - Coordinate efforts for PEBC exam postponement due to COVID
 - Manage pastpres@capsica email account

Executive Secretary (J. Young)

Position Update:

- Completed
 - Completed transition with outgoing Executive Secretary in mid-April
 - Worked with President to discuss format and logistics of June meetings
 - Organized the Executive Secretary Gmail account and National Google Drive
 - Worked with VP Communications and President on notebook member benefit
 - Attended year-end finance meeting
 - Attended logistics meeting for PDW 2021

- Followed up on ensuring executive council transitions were completed
- Discussed feasibility of partnership with ShiftPosts with President, President-Elect, Past-President, and VP Communications
- In Progress
 - Preparing agenda for June Meetings
 - Determining email blast logistics with CPhA and VP Communications
 - Connect with CPhA
 - Create Membership Benefit Infographic
 - Review OM and Bylaws

Finance Officer (G. Sicotte-Mendoza)

Position Update:

- Completed
 - Coding process to be reviewed with David Low
 - Books switchover in progress
 - Banking access to be granted soon (appointment with local branch to be scheduled)
 - Budget update in progress: to be revised with presidents and VP Communication
- Upcoming
 - Meeting with PDW PCS 2021 + 2022: follow-up on the pandemic impact
 - *To be scheduled soon*

VP Communications (S. Vos)

Position Update:

- Completed
 - Reviewed current and relevant sponsor relationships with Outgoing VP Communications, to determine where current projects are at, and to take over communications and responsibilities.
 - Coordinated and oversaw the launch of the new belairdirect membership benefit with our belair contact (Yasna), Executive Secretary, Webmaster, and President.
 - Worked with Outgoing VP Communications, Executive Secretary, President, and Locals on CAPSI Notebook logistics
 - Drafted 2020/2021 sponsorship package and council directory
 - Worked with President, President-Elect, Past President and Executive Secretary to decide on whether to pursue a sponsor relationship with ShiftPosts
 - Had a Zoom meeting with other members of the Executive Council and representatives from the PDW 2021 and PDW 2022 Planning Committees to discuss whether to go through with PDW 2021, logistics of postponing PDW, and other options.
- In Progress
 - Continuing to introduce myself to current CAPSI sponsor's and prospective sponsors whose contact info has been passed down to myself
 - Working on logistics of CAPSI Notebook Distribution along with Outgoing VP Communications
 - Working on logistics of email blasts with Executive Secretary and CPhA
 - Working with other members on the Executive Council to research communication platforms that could be used for meetings, webinars, etc.
 - Starting to work with CFP on new Business Pitch competition
 - Requesting marketing material from sponsors, especially those who provide membership benefits, so that we can better advertise membership benefits to CAPSI members

- Working with VP Finance to revise sponsor contracts, and signed contract and payment reception
- Working with Magdex so that we can improve pharmacy-jobs.ca and receive payment from them for job listings
- Researching ways that CAPSI can provide members with more virtual learning opportunities, given that there will be no in-person PDW this year
- Working with Outgoing VP Communications and on CAPSI Alumni Award (Travel Aid Fund)

VP Education (D. Bergeron)

Position Update:

- Turnover to be completed before the meetings
- EBM Competition ready to be used by local representatives
- Future of Pharmacy Excellence Award - Winter term
- Preparation of Agenda items for Council Meetings

Webmaster (S. Litchmanova)

Position Update:

- Successfully transitioned into the position
- Currently resolving issues that are occurring with the Website. Updates will follow.
- Planning on Transitioning the 2020/2021 council to Slack chat groups – Please message me if needing help creating the groups
- Planning on ways to increase our social media presence, would like to start showing what our students are doing throughout their year.
- Would like to post pictures of the Exec teams and welcome them on our social media

CAPSIL Editor (A. Tu)

Position Update:

- Completed
 - Final Issue for the 2019-2020 CAPSIL is in progress (as of May 24, 2020)
 - Contacted Vicki Wood with regards to Pharmacy Practice + Business collaboration: We are currently in the process of brainstorming content ideas for student articles that can be featured in both CAPSIL and Pharmacy Practice + Business journals
 - Will reach out to sponsors regarding ads for Fall 2020 issue
- Upcoming
 - CAPSI Fall 2020 Issue
 - Recruiting Translation Committee members (September)

IPSF Liaison (M. Suon)

Position Update:

- Became an admin on the IPSF Local Representatives Facebook page.
- Became a member of IPSF Current Contact Persons Facebook page.
- Completed a Zoom meeting with Melissa to go over the turnover document together and begin transition.
- Attended an IPSF Contact Person's coaching session on May 11, 2020.
- Looked over CAPSI IPSF email account and Google Drive to prepare for the transition in.
- Looking into finding potential charities for the various Health Campaign topics that will be decided on in the future.
- Beginning the planning phase of Health Campaign Awards (looking for judges).

Upcoming Events:

- PARS Regional Assembly
 - Date and Time: TBA
 - Location: Online
 - Description: PARS is the annual congress of the International Pharmaceutical Students' Federation (IPSF) for students in the Americas and beyond. I will be attending the virtual assembly alongside Melissa and Sofiya to represent CAPSI.
 - Cost: N/A
 - Support needed from CAPSI National: N/A

Student Exchange Officer (M. Kieley)

Position Update:

- Initiated transition with Melody & held meeting to go over transition document
- Attended coaching the contact persons meeting
- Submitted CAPSI's COVID-19 initiatives to IPSF
- Submitted 6 activity reports
- Attended PARO Policy Session and PARS Discussion meeting with PARO contact persons
- Submitted descriptions for some of CAPSI's pharmacy profession awareness campaigns
- Submitted regional and general policy statements

Upcoming Events:

- Regional Assembly and General Assembly
 - Date: July & August
 - Location: Virtual Meetings
 - Description: The 18th Pan-American Regional Office (PARO) Regional Assembly will be held online in July. The 66th IPSF General Assembly will be held online in August.
 - Cost: \$0
 - Support Needed from CAPSI National: N/A

Outgoing Student Exchange Officer (S. Terekhovska)

Position Update:

- IPSF Internal Committee:
 - Reviewed Member Organization applications
 - Chaired and attended Coaching the CPs sessions
 - Revised the Member Organization guidelines
- IPSF Policy Committee:
 - Chaired and attended Regional Policy Sessions
 - Reviewed and co-wrote Green Papers, Policy Statements and Regional Resolutions
 - Finalized and sent out the Vaccine Hesitancy Position Statement and Article
- Strategic Plan Task Force:
 - Revised IPSF Strategic Plan
- Current SEP 2020 Status:
 - Cancelled for both incoming and outgoing students
 - No incoming students
 - One outgoing student

Upcoming Events:

- Chairing the upcoming CANZUKAUS meeting
- Creating a survey for CPs for training
- Reimbursing outgoing SEP students à collaborating with Finance Officer

VP Professional Affairs (L. Symonds)**Position Update:**

- Turnover recently completed, starting to get situated.
- Ready for first meeting with this year's Advocacy & Professional Affairs Committee, including putting out a call to general members and direct invitations to provincial regulatory and advocacy body student liaisons.
- Ready to start working on welcome packages as required post meeting with council

CSHP Liaison (J. Kelly)**Position Update:**

- At the CSHP Mid-term board meeting in April, the Hospital student award was voted on and approved for continuation. Therefore, the CSHP contribution to the CSHP/CAPSI hospital student award will be continued.
- **COVID Updates:**
 - Due to COVID concerns PDW updates will influence the way in which the award is administered/funded so this may change. Depending on the stance of PDW.
 - The PPC conference held every year in February in Toronto will likely be canceled for the 2021 year. Therefore, if there are any CAPSI related student events/networking events during this time they will likely be cancelled.
 - CSHP National leadership has informed that CSHP in-person events up until December 2020 should be cancelled. This will be reviewed on a case by case basis with each provincial CSHP branch.