



**Unity – Professionalism – Advocacy – Academics – Excellence**

Spring Teleconference 2018  
Friday, April 20<sup>th</sup>, 2018  
7:00PM EST

**1. Call to Order** **P. Thabet**

*P. Thabet called the meeting to order at 7:04 PM EST.*

**2. President's Address** **P. Thabet**

CAPSI was been invited to a Pharmacy Summit, which P. Thabet attended. Numerous pharmacy stakeholders were present. Although the conversation was not completely focused on students, students were integral in the recommended solution for solving different pharmacy problems.

**3. Attendance** **K. Tress**

P. Thabet	President
T. Sanders	President-Elect
J. Cote	VP Education
S. Barillaro	Finance Officer
K. Tress	Executive Secretary
J. Yu	Student Exchange Officer
G. Anhoury-Sauve	IPSF Liaison
M. Lu	Webmaster
A. Mew	UBC Junior Representative
H. Kaliel	Alberta Senior Representative
M. Contreras	Alberta Junior Representative
S. Trivedi	Saskatchewan Senior Representative
D. Shymanski	Saskatchewan Junior Representative
K. Yeo	Manitoba Senior Representative
L. Kotyrba	Manitoba Junior Representative
E. Cowley	Waterloo Senior Representative
N. Gajaria	Toronto Senior Representative
R. Anisman	Toronto Junior Representative
D. Huot	Montreal Junior Representative
F. Pare	Laval Junior Representative
C. Sehgal	Dalhousie Junior Representative
R. Ward	MUN Senior Representative
A Clarke	MUN Junior Representative

**Regrets:** B. Houle, K. Vo, J. Mejia, C. McGrath, J. Butler, I. Yang, K. Macmillan, J. Chu, R. Hui, C. Caron

**Additional Membership on the line:** D. Moulton, E. Nguyen, L. Wu, E. Roy St-Pierre, J. Kwon, S. Terekhovska, D. Bergeron, M. Kaushal, L. Symonds

#### 4. Acceptance of previous minutes

P. Thabet

By-Election TC 2 Minutes

[https://docs.google.com/document/d/1ftisqs\\_3mXHplTVZXJLBuBnAhWFDujjaGGL3FePft8Y/edit?usp=sharing](https://docs.google.com/document/d/1ftisqs_3mXHplTVZXJLBuBnAhWFDujjaGGL3FePft8Y/edit?usp=sharing)

**BIRT CAPSI National accept the minutes from By-Election TC 2**

**P. Thabet/ A. Mew**

**Motion Carried**

#### 5. Local Updates

University of British Columbia

*See Annex*

University of Alberta

*See Annex*

University of Saskatchewan

*See Annex*

University of Manitoba

*See Annex*

University of Waterloo

*See Annex*

University of Toronto

*See Annex*

Université de Montréal

*See Annex*

Université Laval

*See Annex*

Dalhousie University

*See Annex*

Memorial University of Newfoundland and Labrador  
*See Annex*

## **6. Executive Updates**

President  
*See Annex*

President-Elect  
*See Annex*

Past President  
*See Annex*

VP Communications  
*See Annex*

VP Education  
*See Annex*

VP Professional Affairs  
*See Annex*

Finance Officer  
*See Annex*

Executive Secretary  
*See Annex*

CAPSIL Editor  
*See Annex*

IPSF Liaison  
*See Annex*

Student Exchange Officer  
*See Annex*

Webmaster  
*See Annex*

CSHP Liaison  
*See Annex*

## **7. PDW 2020 Update**

E. Roy St-Pierre highlighted position changes within the PDW PC.

**E. Roy St-Pierre**

Hotel contract will be signed next week for January 8th-11th 2020 at the Sheraton.

A Mew asked whether flight discounts would incur as this year did.

P. Thabet answered that it has not yet been established whether this will continue. He suggested that this will be discussed at another CAPSI meeting.

D. Huot informed council that the logo and promotional video are well under work. Additionally, lists of potential speakers and sponsorship packages are both on scheduled to be completed before the end of May.

P. Thabet reminded that sponsorship packages and script for the promotional video must be reviewed by executives first.

**8. Proposed reimbursement structure for 2018-2019 fiscal year** **S. Barillaro**

Background:

<u>Execs:</u>	<u>Sr Reps:</u>	<u>Jr Reps:</u>
<b>CPhA 2018:</b> <ul style="list-style-type: none"><li>- Registration (1/2 covered)</li><li>- Hotel</li><li>- 1 round-trip flight (either CPhA or PDW)</li></ul> <b>PDW 2019:</b> <ul style="list-style-type: none"><li>- Hotel (1/3 covered)</li><li>- 1 round-trip flight (either CPhA or PDW)</li></ul>	<b>CPhA 2018:</b> <ul style="list-style-type: none"><li>- Registration (1/2 covered)</li><li>- 1 round-trip flight (either CPhA or PDW)</li></ul> <b>PDW 2019:</b> <ul style="list-style-type: none"><li>- 1 round-trip flight (either CPhA or PDW)</li></ul>	<b>CPhA 2018:</b> <ul style="list-style-type: none"><li>- Registration</li><li>- Hotel (1/2 covered)</li></ul>

P. Thabet asked if a trip could be funded retroactively. In example, if a person chooses to attend CPhA, but keeps reimbursement for PDW, but then cannot attend PDW, can they get reimbursement instead for CPhA.

S. Barillaro confirmed this could work well.

T. Sanders suggested that the Finance Committee could review these exceptional requests.

D. Moulton informed that this can be adjusted based on financial positives throughout the year. He understood that what's been suggested seems fair.

A Mew queried whether an AirBnB or hotel room would be an option.

T. Sanders informed that hotel rooms have already been scheduled with CPhA, but the room rate is lower than last year.

### **9. GST/HST registration for Non-for-profit organizations**

**S. Barillaro**

Background: CAPSI's new accounting firm has advised us to register and take advantage of GST/HST registration for the coming fiscal year. S. Barillaro has been working to provide them with the necessary documentation.

### **10. PDW 2018 – Edmonton**

**S. Barillaro**

Background: D. Moulton closed the books on PDW 2018 just today and found that PDW 2018 did incur profit (\$51,746.29).

### **11. Update of IPSF Liaison/SEO Position**

**T. Sanders/G. Anhoury-Sauvé/J. Yu**

Background:

After discussion with the current IPSF Liaison and SEO position holders, it has been discussed that these positions may benefit from a repositioning of duties. Currently, the IPSF Liaison promotes and coordinates all IPSF initiatives, trains the local representatives, and also coordinates the incoming student exchange program (SEP) participants. The SEO currently coordinates the outgoing SEP participants as well as the SEP Selection Committee. While coordinating the incoming SEP participants is ideal to prepare the IPSF Liaison position holder for their role as SEO, and was the historical intention for the ordering of such a duty, it is also very demanding and can be overwhelming for the IPSF Liaison in this new role. Therefore, we would like to propose that the duties be remodelled as follows:

IPSF Liaison -- Promotion of IPSF initiatives, learning the intricacies of IPSF, and training IPSF local reps

SEO – Coordinate incoming & outgoing SEP participants, and coordinate SEP selection committee

The above changes would allow the incoming IPSF Liaison to learn more about IPSF and gain an appreciation of the vast organization that is IPSF before coordinating SEP participants. Should we vote to accept the shift in framework duties, the following amendments to our constitution would need to be approved:

[https://docs.google.com/document/d/1kg0SfYp1JTYZ\\_gQVdILVxo\\_NLkSp2bUrw\\_VZfw\\_gasj0/edit?usp=sharing](https://docs.google.com/document/d/1kg0SfYp1JTYZ_gQVdILVxo_NLkSp2bUrw_VZfw_gasj0/edit?usp=sharing)

*R. Ward entered the call at 7:35 pm.*

*L. Wu left the call at 7:37pm.*

J. Yu highlighted that the IPSF Liaison position can be overwhelming trying to coordinate activities and students.

C. Sehgal queried why local IPSF representatives are not included in the National IPSF Committee. She asked whether there will be considerations here in the future.

P. Thabet suggested that these students are indeed useful, and that C. Sehgal's point does deserve discussion, but is perhaps not relevant to this point at this time.

K. Tress suggested that this point of discussion will be added to the CPhA agenda.

**BIRT CAPSI National accept the proposed amendments to the Association's Operating Manual.**

**T. Sanders/ M. Contreras**

**Motion Carried**

**12. Sponsorship in Toronto**

**N. Gajaria/R. Anisman**

Background:

A new legislation change in Ontario (Health Sector Payment Transparency Act), is calling for more stringent reporting of pharmaceutical company sponsorship to the government. Our faculty has proposed that the Undergraduate Pharmacy Society partner with them to make it easier for them to report sponsorship information, and to increase buying power. Currently at UofT, our student External Affairs representatives are in charge of recruiting sponsors.

We wanted to know:

- 1) Do any of your schools currently use the faculty as opposed to student societies to approach potential sponsors? What is the structure like in terms of receiving money from the faculty?
- 2) What pros/cons do you see with this approach?

School	Sponsorship
UBC	All organizations within pharmacy in BC search out for their own funding and sponsorships. There is no discussions about partnering in sponsorship efforts and no foreseeable talks
UofA	Recruitment of sponsors is separate from Faculty involvement. Student society (APSA Fundraising Director) approaches sponsors
Sask	Student society approaches sponsors - communications position on SPNSS that contacts sponsors. CAPSI local council will contact sponsors as needed for specific events (e.g. Mr. Pharmacy). The independence of this approach is of benefit.

Manitoba	Student society approaches sponsors (typically only for specific events)
Waterloo	Faculty deals with sponsorships, only on occasion will they direct specific companies to our undergraduate society. The sponsorship the school receives is used for conference reimbursement (“Student Success Fund”). Our undergraduate society puts out a “Do Not Approach” List as per the faculty’s request. Student clubs like CAPSI have the opportunity to contact potential sponsors that are not currently on the list.
Toronto	Student External Affairs Representatives (part of the Undergraduate Pharmacy Society) approach sponsors
UdeM	Student society (corporate officer and assistant-corporative officer) approaches sponsors. The Faculty and the student association do not really communicate about the sponsors.
Laval	Student society approaches sponsors. Pharmaceutical companies are forbidden by a new law (law 90). We mostly get our sponsors from financial institutions/cabinets.
Dal	Student societies approach sponsors - mainly driven by our Dalhousie Student Pharmacy Society.
MUN	Student societies approach sponsors PRN and collect all money independently. However, we are in contact with the school regarding who sponsors us, how much, etc.

A. Clarke entered the call at 7:45pm

**13. IPE Event Feedback**

**J. Mejia**

Background:

J. Mejia is interested to hear feedback and recommendations for improvement from locals about their recently hosted IPE event on diabetes as part of their PAM celebration.

School	Did you host it? If not, why?	What changes did you make to the case, if any? Were there issues?	How did you like doing a “broader” condition, rather than something more specific?



UBC	No, ipe requires minimum of 8 weeks for approval and due to the release day it interfered with too many events during pam	Please send us the topic no later than november	The topic was broad enough to allow for us autonomy.
UofA	Yes! We had a community pharmacist, a pharmacist from a diabetic nephropathy clinic, a nurse & a registered psychologist.	No changes to the case. We just selected a few of the guiding questions to use because we only had a 50 minute block.	We found this topic very accessible to students of all years, even though diabetes isn't taught until third year. We really focused on the interprofessional aspect of the case rather than the therapeutics.
Sask	Yes!	No changes were made, however not all questions were utilized for sake of time.	The topic was a great idea to find a HCPs that were specialized as CDE but not in the traditional HCP roles. Additionally beneficial as we have joint Pharmacy and Nutrition college.
Manitoba	Yes (pharmacist – one of our professors who is a CDE, RN CDE, diabetes counselor and registered dietitian).	The registered nurse CDE on our panel noticed some unrealistic lab values and changed them accordingly.	It was an excellent idea, since it was easy to reach out to a number of different HCPs who specialized in diabetes education in their particular professions.
Waterloo	Yes! (3rd Year Optom student, Pharmacist - one of our professors in diabetes and a	- Further additions were mostly related to optometry (3rd year student added	It was helpful to find speakers due to limited healthcare professional

	medical resident)	information) - Breakout sessions for students	schools in the region.
Toronto	Yes (pharmacist, MD, dietitian, nurse, social worker, naturopathic doctor)	Made a video to role play the case to make it easier for students to visualize	Didn't make a difference compared to schizophrenia last year
Montreal	No. Our reasoning for not hosting it is because our student society already hosts every year an interprofessional-like panel event (not under CAPSI), and we felt that diabetes is a subject that's largely approached during the curriculum, and that students' interest for the event wouldn't be high enough.		
Laval	No; At ULaval, we have committees promoting different health topics (including Diabetes) throughout the School Year. Complicated approval process because it has to go through these other committees and faculty.	N/A	N/A
Dalhousie	Yes	Our patient representative was of a type I diabetic. So, although we did not change the case, a lot of our discussion involved type I diabetes as well.	Although this was well received by our pharmacy students, we did have a hard time extending this outside of the Faculty of Pharmacy and did not have an attendance from

			other health profession faculties. This may be because this is a topic well covered in other faculties?
MUN	Yes	I asked the pharmacist to prepare jobspecific questions for each person attending so we could go more in depth with the disease. There was a pharmacist, RN, dietician and dietician.	it was good, unable to find interest from other faculties.

**14. Workopolis sale to Recruit Holding Ltd. [Indeed]**

**P. Thabet**

Workopolis has recently been bought by the parent company of Indeed. Our contract with Workopolis is therefore terminated as of Friday April 13th 2018. This gives us the opportunity to re-evaluate and revamp our website. A new site provider has been hired (Madgex) and the contract with this company will mirror that of the previous contract with Workopolis.

S. Barillaro asked that the new contact’s information is sent to him.

P. Thabet confirmed that all contracts with Workopolis still stand.

**15. Pre-pharmacy society student engagement**

**P. Thabet**

Pre-pharmacy societies exist at many universities with goals of making university students more aware about the profession, the application process, and career prospects. These many students could become CAPSI members.

CAPSI could provide these students with “big sibling” to answer their questions and guide them with their pharmacy related choices and applications. Further to this, this gives enables CAPSI to offer opportunities for current pharmacy students and CAPSI members to mentor possible future pharmacy students/pharmacists.

University of Ottawa, Western University, UBC, USask

Referral to membership committee with following deliverables:

- Compile list of pre-pharmacy societies
- Develop marketing/social media promotion of opportunity for current pharmacy students
- Contact pre-pharmacy societies with information about CAPSI, pairing with current pharmacy society, and other benefits of associate member.

Discussion:

- Is this endeavour worth our time and resources?
  - What is the anticipated workload?
- Would this be of interest to pharmacy students?
- Estimates around uptake at PPS level?

K. Tress expressed this is a reasonable idea for discussion.

T. Sanders echoed K. Tress's thoughts.

**BIRT CAPSI National refer this item to the Membership Committee for discussion at the Summer 2018 TC.**

**P. Thabet/ K. Tress**

**Motion Carried**

## **16. Student Wellness Officer**

**P. Thabet**

Background: Explore the option to have a CAPSI council member dedicated to the portfolio of student wellness. Although we can add duties to other positions, and distribute the workload, I believe that with the right oversight and guidance, a dedicated position will yield the best results.

Discussion:

- Would this portfolio provide value to pharmacy students?
- Short term vs. long term?
- Logistics of creating a position
- Timeline for implementation

Refer to constitutional review committee to develop portfolio, position duties and logistics for review at CPhA 2018. This does not constitute a commitment to addition of an executive position, only the exploration of this option.

<https://www.cfms.org/what-we-do/student-affairs/wellness.html>

**BIRT CAPSI National refer this item to the Constitutional Review Committee for discussion at the Summer 2018 TC.**

**P. Thabet/ A. Mew**

**Motion Referred**

J. Kwon stated that it would be good to have a designated role for mental health but raised concerns about the logistics of coordinating this at a national level.

M. Contreras asked if CAPSI National could create an ad-hoc committee as opposed to having it as a designated position.

P. Thabet stated that existing members of CAPSI may not have enough time to dedicate to this initiative and it may be more efficient to have a dedicated person run this initiative.

M. Lu suggested to take an inventory of what we already do for mental health and mental health resources by when we next talk on this subject

P. Thabet suggested that the title of the individual could be “student wellness officer” which could encompass other things beyond mental health.

T. Sanders asked for any input to be sent to [preselect@capsi.ca](mailto:preselect@capsi.ca) for the incoming pres-elect and Constitutional Review Committee.

J. Kwon suggested it would be a good idea to compile the resources available at all schools before initiating a discussion on mental wellness.

P. Thabet reminded that we have existing resources available on the CAPSI website available at this time.

<http://capsi.ca/student-resources/>

## **17. Friends of CAPSI**

**P. Thabet**

Goal: Re-establish relationships with prior council members to gain better historical perspectives, increased mentorship opportunities, and some additional revenue.

[https://docs.google.com/spreadsheets/d/14jYjDlozs\\_3uO44s3L6c04w1RpCm3JvnurmybavhfJ4/edit?usp=sharing](https://docs.google.com/spreadsheets/d/14jYjDlozs_3uO44s3L6c04w1RpCm3JvnurmybavhfJ4/edit?usp=sharing)

<http://capsi.ca/past-council/>

P. Thabet suggested that we formalize our database of CAPSI National Alumni as this is a topic that has come up many times among previous councils. He recommended that we can contact the council generation prior to us, and have them contact the previous generation etc. He stated that it would be beneficial to establish contact with previous council members.

A.Mew said that this has been a successful initiative at UBC as she was able to contact the previous 8 generation of local representatives and they were able to provide various types of resources.

P. Thabet suggested that each council member take responsibility for contacting the previous 10 generations for each respective position.

M. Lu reminded council that the CAPSI National website lists the names of previous CAPSI National members.

**18. Transition Survey**

**P. Thabet**

In preparation for council turnover please fill following form.  
Deadline - Monday May 14th 2018.

[https://docs.google.com/forms/d/1DOqLKvlq\\_hsU3waHTX4sAN5xSQRd7oeDYwZyQZ3y6IM/prefill](https://docs.google.com/forms/d/1DOqLKvlq_hsU3waHTX4sAN5xSQRd7oeDYwZyQZ3y6IM/prefill)

**19. EBM Feedback**

**J. Cote**

Background : Just to see how the EBM competition went this year. Any changes that would be proposed?

School	Feedback
UBC	
UofA	We will be getting back to you shortly. Need to contact our CSHP Rep who was in charge of EBM Competition this year.
Sask	We will be hosting in October.
Manitoba	Was not held this year or in the past, but would like to try to in future years! :(
Waterloo	Total of 5 teams participated, with 4 submitting answers. We were not able to get local CSHP sponsorship, prizes were provided by local council. Would have liked to see a different topic, rather than diabetes as the IPE case was also related to diabetes.
Toronto	Went well. We had 7 teams participate (28 students) which was the same as last year. We were not successful in getting our local CSHP rep try to get sponsorship for CSHP memberships for the winning team again this year. Receiving the case

	more in advance would be helpful.
<b>UdeM</b>	Was not held due to perceived lack of students interest, but would be an activity to reexplore in the future.
<b>Laval</b>	Was not held this year because we didn't have enough student interest.
<b>Dal</b>	
<b>MUN</b>	The EBM could not be held again this year because we did not have enough student interest. I'm not sure it is worth the effort from National and our Local Reps to coordinate the competition when we have no student participation.

**20. Adjourn**  
**Motion to Adjourn**  
**P. Thabet/ A. Mew**  
**Motion Carried**

**P. Thabet**