

Agenda – Class Council Meeting #1

Date: April 8th 2019

Time: 5pm - 6pm

Location: UPS Meeting Room

Minute Taker: Eun Young J.

Attendees (2019-2020 Council): Yifan C., Teagan M., Danielle M., Charlotte G., Bonnie L., Bitu J., Kendra H., William N., Nicole C., Carling R., Michelle Y., Maddy P., Anthony T., Eun Young J.

Absent: -

Council Updates (year overview - goals and expectations)

- President
 - Goal: individual and council as a whole
 - Resume/Interview Workshops
 - Host residency representatives
 - Involve OEE or other faculty related members who can reach out to professionals to teach interviewing techniques for our class
 - Back to school events - free events at the atrium: polaroid, free hot chocolate and snacks in september
 - OEE Communications
 - Maintain communications - schedule a lot of meetings to make sure whatever they promised would be fulfilled
 - Resolve future issues with APPE rotations - we will consider priority for people who did not get hospital rotation for EPE2
 - Improve communications in general (between council members and transparency for the class)
 - Duties
 - Selling RxFiles and CTMA in the summer (end of summer) goes along with ups package - may require help
 - Organize food sale during intermission at Phollies
 - Have a meeting with the new Dean & organize town hall meeting for our class with the Dean
- Vice-President
 - Organize Charity Week - 2nd week of november

- Financial goals as a council - will work with grad reps to reach some financial goal
- Budget opportunity for CAPSI lip sync battle \$ to be used for a different social event
- Organize CPR recertification
 - 2 cpr recertification courses
 - Considering whether or not food to be provided (will require more funding unless sponsorship is obtained)
- Council wide initiative
- Secretary
 - Maintain transparency between class and the class council by taking accurate meeting minutes, and sharing the discussion with the class
 - Increase budget for the graduation formal
 - Create one fundraising event of the year to raise money for the class through collaboration with other council members
 - Maintain and organize bank accounts, keep track of all the financial transactions
- Social
 - Organize back to school mixer in september
 - Some ideas for the year:
 - Wine and Cheese night
 - Bowling
 - Turning meetings into more relaxed environment
 - Open an event to other classes for registration trying to raise money for grad reps
 - Help out with the end of the year (2018-19) in collaboration with previous social rep
- Athletic rep
 - Aiming to have one event per month
 - Some ideas for the year:
 - Charity run - run as a class along the harbour front / terry fox run
 - Pharmacy olympics
 - Maintain and get new sponsorship like Summer Fresh (quinoa brand) to fundraise along with athletic events
 - Have some inter class event (2T2 athletic rep was interested in this)
 - Increasing class participation with some sort of incentives - get stamps for each event and gain prize at the end of the year
- CAPSI
 - Run the PAM events - people can talk about things that matters to them
 - Main goal is to let people know what capsii does, and all the opportunities they have access to
 - Promoting conferences
 - Promote strong communication between CAPSI and student council -
 - PDW, outreach program

- Mostly responsible for the Outreach program, and various competitions (e.g. OTC)
 - Toronto is hosting PDW in 3 years (2022)
- Faculty
 - Strong communications with OEE and faculty, make sure accessibility for students to ask questions (feedback, poles) making ourselves available for the year
 - APPE feedback form
 - Keeping only the names and consent, people can go back to talk to that person who had the specific rotation
 - Transition meeting with 2T0 Fac reps this week
 - Calendar and weekly emails
 - Maintain current method of organizing class schedules
 - Will think about how to incorporate elective schedules into class calendar
 - May have subcommittees to help out with the elective courses
- Pharmakon
 - Features for the monograph, class events
 - Being punctual to the scheduled photo session
 - Organize Pharmacy 101 event
 - Have slide decks prepared and host 2-3 presenters for the students who are interested in photography
 - Better to do it in the beginning of the year
- Monograph
 - 2T1 features
 - Bi-weekly so that more people have more chances to be on the feature
 - Work with webmaster - archiving the features to make it more accessible
 - Promote participation in writing for the monograph, graphic/photo submissions
 - Provide link to monograph so it is more accessible to our class
- Webmaster
 - Create pages on APPE, graduation, and residency informations
 - Work closely with Fac Reps and Class Council
 - Update “Upcoming Events” regularly
 - Post weekly schedule made by Fac Reps on the websites (can be easily bookmarked)
 - Raise Awareness about class website
 - Make website more useful
 - Create “Fun” tab
 - 2T1 confessions
 - Submit confession on website and post on fb
 - Other fun ideas (game, funny pharmacy related tweet)
 - Council confessions? - talk about something that promotes each council members’ work

- Enhance Feedback & Suggestions form
 - Similar format to 2t0: <http://2t0.uoftpharmacy.com/contact-us/>
 - Goal: make it easier for class to have voices heard
 - Allow selective feedback for each individual member of the council
- Grad reps
 - Transition meeting with 2t0 this week
 - Make a website for grad events
 - Have a pole early september to see how many people are interested in grad trips
 - Different range of trips (different price range)
 - Thinking about cheaper options
 - Plan fundraising events
 - Raise money to have enough money for formal and appreciation gift
 - Have sponsors with collaboration with the faculty members
 - Have a graduation committee to effectively manage graduation formal, graduation trip and other events

Other comments:

- Transition updates - transition done by the end of this week