



2T2 Class Council (2020-2021)
Leslie Dan Faculty of Pharmacy
University of Toronto

Class Council Meeting #1

Date: 2020 May 07

Time: 5:00 pm - 6:10 pm

Location: Zoom

Minute Taker: Rami A.

Attendees: Rolan V., Christina T., Rami A., Basmah M., Aya A., Aleena A., Maaria A., Andrea S., Samantha R., Shaista M., Kiana Z. (dial-in), Reid D., Minahil R.

Absent: Judy U., Jash P.

(PART I) - General Opening Matters

A. Purpose of meeting (Rolan V.)

1. Introducing each other, setting goals, asking questions
2. Opportunity to discuss any early initiatives

B. Introduction to class council meeting procedures (Rolan V.)

1. Before, during and after a meeting
2. Presentation: [PDF](#)

(PART II) - Position-Specific Matters

A. President (Rolan V.)

1. Goals
 - FOR COUNCIL
 - Perpetuate collaboration within the council
 - Build on the efforts of the predecessors
 - Sense of togetherness especially when we'll be separated due to electives and/or COVID
 - Foster a safe environment for council members to take initiative within their roles
 - Interconnected with collaboration goal
 - Ensure council communicates with each other regularly; appropriately frequent meetings
 - Particularly important during COVID-19 pandemic
 - Continue to keep up our online presence on social media

- Keep the Facebook and IG page active
- Curator of IG page was Kiana in 2nd year; will be discussing transfer of curator soon
- Have a productive but rewarding and enjoyable experience throughout!
- PERSONAL
 - Work alongside each member of council to help fulfill their goals and initiatives
 - Establish a receptive environment to get things done
 - Represent Class of 2T2 in UPS and Deans' meetings
 - Coordinate with UPS and upper year council to arrange the Summer 2020 Textbook Sale
 - Plan the PEBC Pre-test and Info Session for our class
 - Coordinate with council members to plan a successful Phollies bake sale and charity week

2. Initiatives

- Future Communication Proposal (to be discussed in PART III of meeting)
- Town Hall Meetings (discussion tabled outside of meeting time)

B. Vice President (Christina T.)

1. Goals

- CPR recertification - contingencies
 - Usually during the fall semester after summer
 - 20 people per class
 - Maybe postpone to Winter when more people are thinking about CPR and to account for COVID-19
 - Uncertainty as of right now due to COVID-19 but will continue to draw a proper timeline
- Charity Week - contingencies
 - Organizing Charity Week and get an early start
 - Go around to different community pharmacies to get donations and sponsors
 - Some chains have funds and donations like gift baskets
 - All depends on how Fall semester plans out depending on the COVID-19 situation and it might be harder to get donations from museums and art galleries
 - Getting donations → let's get creative, will be discussed in future meetings
 - Donations and sponsors w/ community pharmacies
- PEBC Presentation
 - Working with faculty reps around our scheduled with different electives to make time



- Continue initiatives started by previous council (2T2uesdays, social media)
 - Maintain a strong presence in the class

2. Initiatives

- Summer activities to keep the class engaged online

C. Secretary-Treasurer (Rami A.)

1. Goals

- Take and post minutes to all our class council meetings
- Keep track of the class's financial matters, transactions, e-transfers, and budget whilst keeping record of all numbers and receipts
 - Will be using an excel sheet to be updated on the Class Council drive
- Process reimbursements
- Help in CPR recertification
- Contribute and keep track of charity week bids and financial matters
- Contribute to the community outreach committee in the winter semester
- Act as one of the CROs for next year's election upon the transition to a new class council (if I am not running myself)

2. Initiatives

- Raise money for charity upon the wake up from COVID-19 to help people get back on their feet
- Help bring about more opportunities to the class to contribute to our profession in the wake of the COVID19 outbreak such as volunteering
- What potential events can be done as soon as lockdown is over to bring people from our class together whilst maximizing profits for the class to allow us early leeway to hold more events and activities next year

D. Social Rep (Basmah M.)

1. Goals

- Organize 2-3 big events for the class per semester
- Hold small monthly initiatives or holiday specific initiatives such as halloween spirit day
 - If it doesn't overlap with UPS events
- Organize fundraisers and raise funds that may help pay for the big events
- Increase attendance of "outside of school" events by making such events more inclusive and catered for a wider audience

2. Initiatives

- Paint Nite- will need to contact alumni services or raise funds through fundraising initiatives
 - Can be very expensive; contact alumni to help subsidize or help subsidize through class council budget



- Summer initiative- roof-top party and beach day
- Continue with pub nights- one of the smaller events planned for the month
- Continue with party room events- one in the fall semester and one in the winter semester
 - Plan on holding these early on in the semester, so september and January
- Hold 2 fundraisers specifically for funding social events specifically- could be stand alone ideas or holiday related

E. CAPSI Reps (Aya A. & Aleena A.)

1. Goals

- Increase engagement and encourage more participation in CAPSI events and initiatives (strong online presence)
 - Keep everyone updated about what is happening to have better connection between the class and the class council
- Increase awareness about CAPSI's agenda
- Try to keep 2T2s involved with CAPSI related content during the summer
- Collaborate with other class council members to bring fun events and initiatives throughout the year (2T2 Tuesdays etc..)

2. Initiatives

- Efficiently plan PDW PIC and OTC competition
- Lead KIM and POD subcommittees (second semester)
- Keep 2T2 cohort updated with CAPSI initiatives and events
 - To maintain involvement in such activities
- Involve 2T2 feedback into improving future CAPSI events
- Brainstorm ideas with CAPSI council about potentially moving events to an online platform in case of fall term being online
 - Alternative means of holding our events to be brainstormed in future sessions

F. Faculty Reps (Maaria A. & Andrea S.)

1. Goals

- 2T2 declassified survival guide-done!
- 3rd Year elective overview resources-done!
- Assignment and exam tables for each course-done! (not shared with the class yet)
 - Assignments and exam calendar in one place to help students stay on top of things in a more accessible manner

2. Initiatives

- Google Drive → Study aids, google calendar
- 2T2's Declassified School Survival Guide
- The Prof of the year video

- This can be something other class council members can participate in as well
- Prof thank you cards
 - Not sure if preceding faculty reps were able to send off thank you messages to profs, this is something we were thinking of doing
- Brainstorming new ways for keeping classmates to stay updated with course content
- Recruit other reps for elective courses
 - For elective courses that class council members / fac reps are not in
 - To help maintain information on all courses due to the many electives
 - Have already spoken with by-election faculty rep candidates regarding their potential involvement
- Mental health awareness.
 - We can try to get the UPS point system to get the class involved
 - Would like to know more about how to do this potentially
- Find and agree on a suitable format for weekly and monthly schedules and to-do list
- Get in touch with groups whose events did not take place
- Anonymous google doc form for questions
 - Rationale: some people are not comfortable asking questions so maybe anonymity may help
- Collaborate with pharmakon rep to take class pic when we return to campus

G. Athletic Rep (Samantha R.)

1. Goals

- Continue with assassins and other annual events (ping pong, foosball) during the school year
- Pending opening of businesses - host 2T2 skating, spin and yoga events at local businesses during the school year
- Host at least 1 event per semester in addition to assassins
- Increase number of people attending athletic events (participants and spectators)

2. Initiatives

- Summer At-Home workout challenges for the class - opportunity for class to join a private facebook group/instagram page/google drive - not sure which yet. If popular, continue throughout the school year.
- Brainstorm back-up online methods of holding events in case the ones outlined above cannot be completed
- Consult with Eddy to ensure smooth transition and gain resources



- Survey class to see what events they would most likely attend/want to see occur

H. Monograph Rep (Shaista M.)

1. Goals

- Work on the year 2 anti-calendar for the upcoming 2T3s who will be going into second year
 - Start collecting submissions in July
- Write article/submissions for each monograph volume that is published
- Increase awareness of the types of submissions students can contribute
 - Many students do not know how to or what they can submit
 - More awareness about that will help contribute to further involvement
- Work with Minahil to continue Pharmacists of 2T2 and post every month
- Ensure everyone in our class receives the monograph despite having different schedules/courses
- Work alongside the Monograph co-editors to edit pieces submitted by students

2. Initiatives

- Post instagram/FB stories (along with FB posts) throughout the year about the different types of submissions students can submit (recipes, articles, poems, artwork, photography, etc.) to increase student engagement and contributions

I. Grad Formal Reps (Judy U. & Kiana Z.)

1. Goals

- Assemble a grad committee of creative and committed members by mid-summer
- Arrange 2T2 Graduation photos to be scheduled sometime during the winter semester
- Organize a successful graduation trip and encourage as many 2T2s to attend as possible!
 - Explore backup alternatives if travel is not yet possible
- Start looking into venue and catering options for the graduation formal

2. Initiatives

- Work with 2T1 graduation reps to gather more information and resources towards planning the grad photos/trip/formal
- Frequent fundraising events (aiming for a fundraiser per month- with the exception of November because of Charity Week)
 - Look into possible online options as backup due to COVID

J. Residency Rep (Reid D.)



1. Goals
 - Reach out to UW pharmacy and get in contact with the UW residency rep
 - Work alongside 2T1 residency rep to understand my responsibilities going into 4th year and APPEs
 - Organize the residency information sessions and open houses
 - Focus on important applications deadlines and resources to disseminate to students
2. Initiatives
 - One on one sessions with students interested in residency applications - contingency

K. Pharmakon Rep (Minahil R.)

1. Goals
 - Increase the number of students that sign up for pharmakon events (especially Valentine Day!)
 - Continue pharmacists of 2t2
 - Keep taking linkedin pictures
 - Work collaboratively with 2t3 and 2t4 pharmakon reps to fulfill these goals
2. Initiatives
 - LinkedIn photos
 - Christmas photos
 - Valentine Day photos
 - Halloween photos

L. Webmaster (Jash P.)

1. Goals
 - Update the 2T2 website with updated members and descriptions
 - Would like to somehow include link to monograph if possible
 - Would like to introduce a moderated blogging platform for our class
 - Continue updating PharmaFacts
 - Continue updating Pharmacists of 2T2
2. Initiatives
 - Future communication proposal as per Rolan mentioned

(PART III) - General Closing Matters

A. Future Communication Proposal: Slack (Rolan V.)

1. Rationale
 - Issue with the group chat is the lack of organization available within Facebook Messenger's system (within a specific chat and between all other chats)
 - Difficult to search for certain topics.

2. Proposal
 - Keep the facebook group and chat as-is; they won't be going away.
 - Begin experimenting with Slack
 - Was originally considering Discord because it's very modular and customizable but this works as a "double-edged sword."
 - Microsoft Teams was another feasible option but it is restricted to Office 365 accounts which is offered by UofT but does not allow students to make new teams.
 - Slack - perfect mix of Discord-like functionality with Teams-like simplicity
 - Limitations
 - Has a limit to the number of messages that the system archives → may not be very important to keep track of older conversations as key points and projects will be documented via meetings, etc.
 - Not a definitive answer, just to begin experimenting
 - Experimenting will begin ASAP to get familiar with UI
 3. Vote
 - All present members voted in favour of the proposal.
 4. Implication
 - Experimentation with Slack platform will begin ASAP
- B. Wrapup of Meeting, Closing Questions (Rolan V.)**
1. There were no closing questions or concerns.
- C. Plan for Next Meeting (Rolan V.)**
1. Next meeting to be planned at a future date.
- D. Meeting Adjournment (Rolan V.)**
1. Meeting adjourned at 6:10 pm.