



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

Class Council Meeting #2

Date Completed: 2020 August 28

Attendees: Rolan V., Christina T., Rami A., Basmah M., Aya A., Aleena A., Maaria A., Andrea S., Samantha R., Shaista M., Judy U., Kiana Z., Reid D., Minahil R., Jash P.

(PART I) - General Opening Matters

A. Asynchronous-type meeting (Rolan V.)

1. Due to restrictions caused by COVID, there are arguably many limits to what council members were able to accomplish in the past several weeks.
2. Many council members are also currently working different schedules, meaning that the availability to conduct a live meeting is very limited.
3. Following unanimous voting decisions, Meeting #2 will take place asynchronously in substitution for an online meeting.
4. Each council member will have the opportunity to summarize their (1) completed objectives, (2) objectives working in progress, (3) future objectives, and if interested, (4) their summer experience during these unprecedented times.



(PART II) - Position-Specific Matters

Council Member	Discussion Points
Rolan V., President	<p>Completed Summer 2020 Objectives</p> <ul style="list-style-type: none"> ● UTSU International Student Fees - we worked collaboratively with the UPS General Council and select volunteering International Students in our faculty to produce a letter regarding their student fee hike and lack of financial support. This letter was sent to the PharmD Program Director, Registrar's Office, and UTSU ISC, sent by UPS Council on behalf of the faculty's international students. ● Council Technologies - I have set up a Trello and Slack for Class Council use. Further discussion deferred to Part III-A. ● UPS Meeting #2 - UPS' 2nd meeting took place on Sunday August 23rd on Zoom. I discussed updates about our council's finance turnover, the UTSU International Student fee letter, upcoming changes to our council's profiles online (Facebook, Website), and our unique take on hosting a class council meeting "asynchronously." I also mentioned Kiana's and Judy's first successful formal Grad Committee meeting which took place on Mon. Aug. 17. <p>Objectives In Progress</p> <ul style="list-style-type: none"> ● Textbook Sales - I am working closely with UPS-CAPSI Reps, Christina, and the 4th year Class President (Gigi Lai) to organize textbook sales. Current priority is to sell these books on-site to 4th-year students due to ongoing APPEs. A separate sale will be conducted for all students later in the winter term when university-imposed COVID policies become less restrictive. Pharmacy student pricing guarantees at least 10-20% in savings from first-party seller's markup and covers taxes, shipping rates, and processing fees. <u>CTC: \$249. CTMA: \$280. RxFiles: TBD.</u> ● Council Finances Turnover - We have agreed to inherit last year's council's decision to allow 3 members to sign for banking transactions (President, Vice-President, and Secretary Treasurer) as opposed to the traditional 2 (excluding VP). Rami and Christina have been granted signing authority to the 2T2 Council Bank Account. They will be receiving their access cards soon. <p>Future/Planned Objectives</p> <ul style="list-style-type: none"> ● Phollies Bake Sale(?) - UPS has decided that Phollies will be conducted virtually as will be 2T3's "Orientation Week" (their official "Phrosh" event is postponed). Phollies is usually an opportunity for 3rd year council to fundraise by selling baked goods on-site. I am looking into alternative means to host a fundraising activity for virtual Phollies. Input is appreciated. ● Future UPS meetings. ● Future meetings with Dr. Kellar and Dean Dolovich - no meeting has been scheduled with Pharmacy faculty yet but I do plan on formally meeting with them (either online or in person)

Council Member	Discussion Points
<p>Rolan V., President (continued)</p>	<p>as traditionally done by Class Councils each year.</p> <ul style="list-style-type: none"> ● PEBC Info Session(?) - The Office of the PEBC should be contacting the school to coordinate an info session about the PEBC exam. This is usually done in-person so it'll be interesting to see how this will be conducted remotely, <i>if</i> it'll be conducted remotely. Stay tuned. ● Council-run Town Hall Meetings - One of my goals discussed during my campaign was to host occasional town hall meetings. These will be accessible sit-down meetings with students from our class to discuss things Q&A style (be it course-related, admin-related, whatever). In the upcoming weeks I will be asking for volunteers from council to help sit in these meetings as well as gather student interest for a town hall meeting. Stay tuned. ● 2T2 Clothing Sale Wrap Up & 3.0(?) - There are still a few orders from last year's clothing sale that were not yet picked up. There are also some Phrosh shirts (hosted by 2T2s for 2T3s) left over that we may consider to use in some creative way. Additionally, given the opportunity, we may host one more 2T2-branded clothing sale, with the focus of introducing new styles as well as some much-demanded classics. Stay tuned. <p>Quarantine pastimes</p> <ul style="list-style-type: none"> ● Working full-time at 2 independent pharmacies ● Introducing 2T4s to the unofficial pharmacy student gaming group on Facebook ● Catching up with people from & outside of school ● Most-played video games: Animal Crossing, Ring Fit Adventure, Luigi's Mansion 3, Persona 5 Royal
<p>Christina T., Vice President</p>	<p>Completed Summer 2020 Objectives</p> <ul style="list-style-type: none"> ● Organized Standard First Aid (SFA) + CPR recertification sign ups at a location other than PB (closed due to COVID) - we also have more sign ups than previous years, despite COVID limiting the number of students that can partake in each class <p>Objectives In Progress</p> <ul style="list-style-type: none"> ● SFA + CPR courses to occur September 7th and 28th ● Charity Week planning: in the talks about possibly postponing Charity Week until winter semester. Charity Week consists of three main parts: class council specific events, raffle prizes and professor auctions. If we were to hold Charity Week online, it would be difficult to host a variety of events (usually class councils do different events) and hosting a professor auction, which usually offers students experiences (i.e. Raptors game, dinner, etc.) would be difficult. I had the idea of combining all of the class council's efforts instead of each class council competing, but as I reached out to sponsors/donors for the raffle prizes, many have stopped offering such things. <u>Rationale for postponing:</u> it gives us more time to plan and we will be able to assess whether classes will be in-person in the

Council Member	Discussion Points
<p>Christina T., Vice President (continued)</p>	<p>winter, which would make it easier to hold a traditional Charity Week</p> <p>Future/Planned Objectives</p> <ul style="list-style-type: none"> ● Figure out Charity Week details ● Potentially organizing winter semester SFA + CPR classes (might be a good way to fundraise more money for grad fund) ● Popsocket sale: I'm thinking about doing a popsocket sale (for Charity Week, but maybe for grad fund?) - since they are relatively inexpensive to buy and are useful. Logistically, I think it would have to be a bulk order (to make it cheaper) and then sell them (could be through an order form online). However, it would be difficult to deliver the popsockets if school is still online next semester. <p>Quarantine pastimes</p> <ul style="list-style-type: none"> ● Work, work, work ● Hanging out with my dog (@cobie.cockapoo) ● Learning how to embroider
<p>Rami A., Secretary-Treasurer</p>	<p>Completed Summer 2020 Objectives</p> <ul style="list-style-type: none"> ● Went over past transactions and familiarized self with class council spreadsheet. ● Class Council finances takeover: Coordinated with Class President to transfer signing authority to current class council and picked up bank card <p>Objectives In Progress</p> <ul style="list-style-type: none"> ● Take and post minutes to all our class council meetings ● Process and accept incoming e-transfers for CPR ● Coordinate with PVP to smoothly process textbook sale financials <p>Future/Planned Objectives</p> <ul style="list-style-type: none"> ● 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 ● Considering 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 <p>Quarantine pastimes</p> <ul style="list-style-type: none"> ● Work, work, and more work ● Started biking somehow ● Finalized my move!
<p>Basmah M., Social Rep</p>	<p>Completed Summer 2020 Objectives</p> <ul style="list-style-type: none"> ● Got in touch with the past 2T2 social rep to discuss what

Council Member	Discussion Points
<p>Basmah M., Social Rep (continued)</p>	<p>their general goals were and what issues arose with organizing paint night (it was a popular event that the class was heavily interested in but its organization was halted due to COVID-19</p> <ul style="list-style-type: none"> ● Initially had a summer event planned (back in may) but again due to COVID-19, it wasn't the most appropriate to hold social events so no summer events were held <p>Objectives In Progress</p> <ul style="list-style-type: none"> ● Currently exploring various options- both in person and in person events ● Trying to determine the class's interest in attending virtual events and how safe they might feel attending in person events if such events are to happen <ul style="list-style-type: none"> ○ We can aim for one virtual event this semester and hopefully organize in-person activities for the winter semester when things are less restrictive (hopefully). The downfall of this is that no one really knows what the future will hold...if there is a second wave then it is possible things might shut down again. ● Looked into virtual paint nights that are being offered by the same company- it is \$15 per person but you have to have your own supplies (canvas, paint brushes and paint). <ul style="list-style-type: none"> ○ Pros: <ul style="list-style-type: none"> ■ Virtual therefore no need to travel ■ Everyone can participate ■ Actual rate is cheaper ○ cons: <ul style="list-style-type: none"> ■ People need to buy their own supplies which is a hassle ■ Limited sense of togetherness ● In terms of in person events, we could do something similar to the UPS back to school picnic where small picnics are happening at multiple cities- we can make reservations at different restaurants in cities throughout the GTA and elsewhere in Canada and people from that particular city can go there. <ul style="list-style-type: none"> ○ My concern with this plan is making sure everyone feels included. <p>Future/Planned Objectives</p> <ul style="list-style-type: none"> ● determining if virtual paint night is something our class is interested in- this could be our fall event. I do think it would be quite interesting as long as students are okay with buying their own supplies. ● Determining if students would be interested in attending in-person events indoors and with the right safety measures in place ofc. Plausible in person events would include various restaurant reservations at different cities similar to the UPS back to school picnic or a slightly larger gathering in a bigger venue (this would most likely be reserved for the

Council Member	Discussion Points
Basmah M., Social Rep (continued)	<p>winter semester if it is allowed that is).</p> <p>Quarantine pastimes</p> <ul style="list-style-type: none"> ● A Lot of work (too much actually) ● Been watching basketball ever since it came back and not much else ● Reconnecting with old friends so that's been really nice
Aya A., CAPSI Rep	<p>Completed Summer 2020 Objectives</p> <ul style="list-style-type: none"> ● Maintained open communication with other CAPSI members in preparation for upcoming school year events <p>Objectives In Progress</p> <ul style="list-style-type: none"> ● Collaborate with other CAPSI members and UPS to bring back to school remote picnics <p>Future/Planned Objectives</p> <ul style="list-style-type: none"> ● First CAPSI meeting should be sometime in September (this is where we will be formally transitioned and planning for this upcoming year begins). <p>Quarantine pastimes</p> <ul style="list-style-type: none"> - Baking, Cooking, Video Calling and WORK WORK WORKING
Aleena A., CAPSI Rep	<p>Completed Summer 2020 Objectives</p> <ul style="list-style-type: none"> ● Remained in constant communication with other CAPSI members to plan and prepare for the upcoming year <p>Objectives In Progress</p> <ul style="list-style-type: none"> ● Currently helping with promoting and carrying out the back to school picnics <p>Future/Planned Objectives</p> <ul style="list-style-type: none"> ● Still working on the specifics of CAPSI events for the upcoming year <p>Quarantine pastimes</p> <ul style="list-style-type: none"> ● Lots of home projects ● Cooking ● Work ● Downtime with family
Maaria A., Andrea S., Fac Reps (Shared Roles)	<p>Completed Summer 2020 Objectives</p> <ul style="list-style-type: none"> ● Course Selection ● Synergy Refunds ● Tuition Fees ● OSAP Application ● Townhall Meeting ● Create a group to share announcements and course notes to be run by class council ● Selected Mini-fac reps

Council Member	Discussion Points
Maaria A., Andrea S., Fac Reps (Shared Roles) (continued)	<p>Objectives In Progress</p> <ul style="list-style-type: none"> ● Mini-Faculty Representatives for Fall Term Courses ● Jurisprudence Exam Details ● FAQs ● EPE-2 and Synergy Updates <p>Future/Planned Objectives</p> <ul style="list-style-type: none"> ● Sharing workload with co-rep for all mandatory courses ● Organized planner for course due dates: link ● Keeping Fac Rep Google Drive Organized ● Hold a mini-fac rep meeting in the second week of classes and update reps of tasks
Maaria A., Fac Rep (Individual Roles)	<p>Completed Summer 2020 Objectives</p> <ul style="list-style-type: none"> ● Facebook summary post with links to all summer updates <p>Objectives In Progress</p> <ul style="list-style-type: none"> ● Providing the class with Fall Semester Course updates <p>Future/Planned Objectives</p> <ul style="list-style-type: none"> ● Contact Fall Semester Professors and Introduction ● Fac Rep Course Delegation: Industry (Fall Elective) ● Managing and Updating Weekly/Monthly PDF Calendar <p>Quarantine pastimes</p> <ul style="list-style-type: none"> ● Instagram: @artiscicial ● Instagram: @pharmacystudyguide ● Working (Community Pharmacy) ● Learned how to sew and made a few masks
Andrea S., Fac Rep (Individual Roles)	<p>Completed Summer 2020 Objectives</p> <ul style="list-style-type: none"> ● Quarantine Pastimes Google Doc ● Facebook posts regarding EPE-2, course information, town hall discussions <p>Objectives In Progress</p> <ul style="list-style-type: none"> ● Providing the class with EPE-2 and Synergy Updates ● Town hall question and answer document <p>Future/Planned Objectives</p> <ul style="list-style-type: none"> ● EPE-2 and Synergy Communication ● Fac Rep Course Delegation: Antimicrobial Stewardship (Fall Elective) ● Managing and Updating Google Calendar. ● Working with Maaria and the mini-reps ● Fun quizzes for halloween, xmas ● Mental health initiatives?
Samantha R., Athletic Rep	<p>Completed Summer 2020 Objectives</p> <ul style="list-style-type: none"> ● Brainstorming for an online workout platform - details of plan can be shared. Decided to start in the fall instead of

Council Member	Discussion Points
<p>Samantha R., Athletic Rep (continued)</p>	<p>summer when everyone's schedules are more similar.</p> <ul style="list-style-type: none"> ● Decided to postpone/put on hold all in person athletic activities due to the faculty's restrictions. This unfortunately includes "Assassins", foosball and ping-pong tournaments. Hope to hold some of these events during the second semester. <p>Objectives In Progress</p> <ul style="list-style-type: none"> ● Survey to gauge interest in an online workout platform and possible in person activities. What type of events they would like to see ● Finalizing online workout interactive platform plan. Who should I share this plan with and get it approved by? ● Reaching out to fitness studios to see if a pharmacy group class is possible, whether in-person or online. <p>Future/Planned Objectives</p> <ul style="list-style-type: none"> ● Get feedback from survey and alter plans accordingly. ● Planning for winter semester possible in person activities or more online. ● Will reach out to previous rep Eddy next week to discuss transfer of resources for in person events. ● Contribute to other events put on by class council in any way I can. <p>Quarantine pastimes</p> <ul style="list-style-type: none"> ● Working at Sunnybrook Hospital and part-time at a Shoppers in Markham ● Started doing some hot yoga after a few years off ● Visited my grandfather's cottage whenever I had time off
<p>Shaista M., Monograph Rep</p>	<p>Completed Summer 2020 Objectives</p> <ul style="list-style-type: none"> ● Completed the anti-calendar for the monograph pre-issue ● Created and released the Pharmacists of 2T2 nomination form <p>Objectives In Progress</p> <ul style="list-style-type: none"> ● Selection of the first Pharmacists of 2T2 student and contacting the selected student ● Collection of submissions by class council for the first Pharmacists of 2T2 post that will be released during the first week of classes <ul style="list-style-type: none"> ○ Answering the question: "What was the most memorable part of your summer and what are you looking forward to in the upcoming school year?" <p>Future/Planned Objectives</p> <ul style="list-style-type: none"> ● Posting the first pharmacists of 2T2 post during the first week of classes ● Distribution of the monograph pre-issue when it is released and completion of any tasks required of me by the monograph co-editors

Council Member	Discussion Points
Shaista M., Monograph Rep (continued)	<ul style="list-style-type: none"> ● Collecting monograph submissions from the class ● Writing a submission for the next monograph issue
Judy U., Kiana Z., Grad Formal Reps	<p>Completed Summer 2020 Objectives</p> <ul style="list-style-type: none"> ● Meeting with previous years Grad Reps ● Recruited Grad Committee ● Prepared list of in-person and virtual fundraisers ● First Grad Committee meeting ● Contacted 2019/2020 and 2020/2021 PVP and secretary treasurer for financial matters (current 2T2 bank funds and projected earnings) <p>Objectives In Progress</p> <ul style="list-style-type: none"> ● Plan the first virtual fundraiser <p>Future/Planned Objectives</p> <ul style="list-style-type: none"> ● Prepare a comprehensive spreadsheet for finances ● Plan logistics for grad formal ● Contact LifeTouch for grad photos
Reid D., Residency Rep	<p>Completed Summer 2020 Objectives</p> <ul style="list-style-type: none"> ● Had a Zoom meeting with 2T1 Res Rep Brian Linaksita ● Brian provided me with a template of what I can expect in my role going forward into 3rd and 4th years <p>Objectives In Progress</p> <ul style="list-style-type: none"> ● I am choosing to wait until the start of September to contact Monica Gautam and Henry Halapy (industry and hospital residency coordinators) <p>Future/Planned Objectives</p> <ul style="list-style-type: none"> ● UW Res Rep is not chosen until ~mid November, so I cannot contact their res rep until then ● Around the same time, begin planning logistics of hospital night and industry night. Given current circumstances, will need to consider if room booking is possible or if these night will be virtual
Minahil R., Pharmakon Rep	<p>Completed Summer 2020 Objectives</p> <ul style="list-style-type: none"> ● Collaborated w/ monograph ● Yearbook (still collecting money till late fall) <p>Objectives In Progress</p> <ul style="list-style-type: none"> ● Pharmacist of 2t2 (first post in progress) w/ Monograph Rep <p>Future/Planned Objectives</p> <ul style="list-style-type: none"> ● Regular Pharmacists of 2t2 posts ● Phrosh week screenshots (pharmakon members have signed up for slots to take screenshots of specific phrosh events) ● Linkedin photos -- TBD

Council Member	Discussion Points
Jash P., Webmaster	<p>Completed Summer 2020 Objectives</p> <ul style="list-style-type: none"> ● FB page(s) updated <p>Objectives In Progress</p> <ul style="list-style-type: none"> ● Website update is in progress ● Cover page in progress ready before first week of school ● Update class calendar <p>Future/Planned Objectives</p> <ul style="list-style-type: none"> ● Would like to include blog posts on the website

(PART III) - General Closing Matters

A. Updates to Council Technology Initiatives (Rolan V.)

1. **Slack & Trello** - both are currently inactive, but shown to be useful for what they're able to do. We will revisit these apps to determine if we'd like to use them in the near future once school starts.
2. **Credit Card Payments** - last year, council introduced being able to pay for certain fundraising sales (e.g. clothing) by credit card. While used infrequently, those who have used it appreciated its convenience. Hopefully we can make use of accepting credit card payments in winter term fundraising activities. Currently our card reader is stored securely in PB with unaccounted cash flows (see III-B below).

B. Missing Funds from 2nd Year (Rolan V.)

1. Three Phrosh sponsorships have yet to be released by UPS Finances since last year due to unprecedented backlogs. Estimated release time: early 2021.
2. Unaccounted cash flow stored securely in PB will further increase total council balance. Estimated accounting time: early 2021.

C. Plan for next meeting (Rolan V.)

1. The next meeting will be scheduled at a later time.

D. Meeting Adjournment (Rolan V.)

1. This concludes the contents of this meeting.