



PhUS Council Minutes
June 20th 2022
9:00PM

Attendance:

President	Marcus Wong	P
VP Internal	Alec Reyes	R
VP External	Charlene Yang	P
VP Academic	Grace Song	P
AVP Academic	Sarah Kim	P
VP Finance	Allan Ma	P
VP Social	Prianka Sharma	P
AVP Social	Palvy Sharma	P
VP Communications	Hanbin Sung	P
Secretary	Jessica Zou	P
Senator	Kanika Khosla	R
Sports Representative	Balpreet Kalkat	P
Sponsorship Coordinator	Angel Chiang	P
Faculty Representative	Ginette	P

P (present) | A (absent) | R (regrets) | L (late)

Meeting Presentation:

<https://docs.google.com/presentation/d/1GEqSi5bi7V2FYPGAQJXenfTRTrkp7y5xkCMkH5A15xc/edit?usp=sharing>

Meeting called to order at 9:01 PM

Approval of Minutes

Moved: Grace Song; **Seconded:** Allan Ma





Discussions:

1. President

- a. PhUS Committees
 - i. Each executive must select at least two committees to join (or you can pick more than 2)
 1. Please fill out the [survey](#) by **11:59PM Wednesday June 22**
- b. Orientation Week Updates
 - i. **Tues Sept 6th 2022**
 1. Lunch distribution at 12:00PM
 2. Welcome Speech and Ice-Breakers at 2:20PM
 - ii. **Wed Sept 7th 2022**
 1. Building tour and Safety Orientation from 9AM-12:00PM
 2. BCPhA and CAPSI to join us Tues and CAPSI to join us Wed
 - iii. Every exec member is expected to volunteer and please let Marcus know if you cannot make it to any of the events

2. VP Internal

- a. Retreat Planning
 - i. 3 days, 2 nights: Aug 22, 2022 at Harrison Hot Springs, Whistler or Cultus Lake
 - ii. Please fill out the [google form](#) by **11:59pm Friday June 24th** to show interest
- b. Amending Article 10, Section 3 PhUS Constitution
 - i. Currently Article 10, section 3 of the PhUS Constitution states: minimum of 10 members and present a formal constitution before submitting a Club Application form?
 1. Or alternatively, will PhUS help with building their constitution
 - ii. Topic for discussion - maintaining PhUS club status
 1. Indicate that the club must maintain 10 members and a formal constitution
 2. Mechanistic/tangible ways to track if a club is meeting their plans and goals presented for club status approval
 3. When should we reconsider PhUS club status?
 - a. If a club falls below the minimum required amount of members (10 members, 90% from PhUS General Members)
 - b. Inactivity for a designated period of time (TBD) or lack of timely communication with VP internal

3. VP External

4. VP Academic

5. VP Finance

- a. Reimbursements:
 - i. Any online purchases must be accompanied with a bank statement showing the payee's name and the purchased item
 - ii. Black out any irrelevant and personal information
- b. **Budget deadline: July 31st, 2022**
 - i. Each role has been sent their proposed budget for next year





- ii. Please let Allan know if you need anything changed and check the budget sheet if the budget is correct regarding your role
- iii. On the PhUS budget excel sheet:
 - 1. Green = money going into the PhUS account
 - 2. Red = money spent using the PhUS budget
- c. AMS credit card pick up in early July, if you need to make any purchases with the card
 - i. Credit limit: \$1000
 - ii. Have access to:
 - 1. Square POS System and App: fee
 - 2. Showpass: showpass fee (2.5% +\$1.69), payment processing fee (2.9% +\$0.3), free event is NO FEE
 - a. Pro: direct deposit to AMS

6. Sponsorship Coordinator

- a. Shoppers Drug Mart sponsorship events for 2022/23
 - i. Welcome Back BBQ: \$1000 plus food/event costs
 - 1. SDM is requesting date change to sept 14th due to scheduling conflicts on Sept 7
 - ii. Other events
 - 1. Thank you appreciation event for SDM student pharmacist: around \$300
 - a. For students who have or are working at shoppers (practicum students count as well)
 - 2. Hot chocolate event in the winter
 - 3. Spring event

7. VP Social

8. VP Communications

- a. Website update
 - i. Your PhUS: meet the execs
 - 1. Will send out [google form](#) for headshot (white background) and prompt answers
 - a. Deadline: 11:59PM Monday July 4th**
 - ii. Clubs and Organizations
 - 1. Contact info will be updated- will check Facebook interclub
 - 2. Will send out email to clubs
 - iii. Events, Job opportunities
 - 1. Updating it as Hanbin receive emails with Facebook
 - iv. GPA 2022
 - 1. Will update with upcoming GPA info



THE UNIVERSITY OF BRITISH COLUMBIA

Pharmacy Undergraduate Society

2405 Wesbrook Mall

Vancouver, B.C. Canada V6T 1Z3

Website: www.ubcphus.org

9. Secretary
10. Senator
11. Sports Reps
12. Grad Rep 2023
13. 4th Year Reps
14. Grad Reps 2022
15. 1st Year Rep
16. 2nd Year Rep
17. 3rd Year Rep



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Round Table:

Faculty	-
President	- NTR
Secretary	- NTR
VP External	- NTR
VP Internal	- NTR
VP Academic	- NTR
VP Social	- NTR
VP Sponsorship	- NTR
VP Finance	- NTR
Communications	- NTR
Sports Rep	- NTR

Meeting Adjourned: 9:30pm

Moved: Hanbin Sung ; **Seconded:** Balpreet Kalkat

Be it resolved that the PhUS council adjourns the meeting.

