



PhUS Council Minutes

Date May 10, 2025

Time 6:30PM

President	Alvin Adams	P	1 st Year Rep		
VP Internal	Navreet Grewal	P	1 st Year Rep		
VP External	Grace Du	P	1 st Year Rep		
AVP Internal	Nehya Dhillon	P	2 nd Year Rep		
VP Academic	Rachel Jung	P	2 nd Year Rep		
AVP Academic	Jayden Pun	P	2 nd Year Rep		
VP Finance	Soeun Chang	P	3 rd Year Rep		
VP Social	Iris Min	P	3 rd Year Rep		
AVP Social	Deelan Rawanduzy	P	3 rd Year Rep		
VP Communications	Miffia Huang	R	2026 Grad Reps (3 rd Year)	Alexis Coxon	-
Secretary	Carl Silverio	P		Sonia Plaha	-
Sports Representative	Tseten Sherpa	P	4 th Year Rep	David Wang	P
Sponsorship Coordinator	Sungwon Kim	P	4 th Year Rep	Ryan Kwok	-
Mentorship Coordinator	Amy Lee	P	2027 Grad Reps (4 th Year)	Ava Meririll	P
				Payton Leonard	R
			Senator	TBA	
Faculty Representative	Dr. Katherine Seto	-	Faculty Representative	Jennifer Chatterton	-
Faculty Representative	Dr. Marion Pearson	-	Faculty Representative	Gloria Cheng	-
Faculty Representative			Faculty Representative	Amanda Haggett	-

P (present) | A (absent) | R (regrets) | L (late) | - (not required to attend)

Guests: N/A

Meeting Presentation:

Meeting called to order at 6:37 PM

Approval of Minutes

Moved: ; Seconded:





Discussions:

1. President

- a. PhUS Council Meetings and General Expectations of Executives
 - i. Meetings are **mandatory** for council members unless excused - Please don't be late
 1. September to April is once a week (Hybrid format- Room 3110 and on Zoom), usually on **Friday 12PM-1PM**, for the summer meetings will be once a month (Online)
 2. Meeting minutes covered by secretary, followed by next week's slides, minutes need to be approved
 3. Attendance will be tracked, **send regrets 24h before**
 - 3 absences = review of position by PhUS President
 4. Add to slides and agenda at least 24 hours prior to meeting (1 slide per agenda)
 5. Actively participate in discussions
 6. Read documents sent to group chat in timely manner
 7. Take responsibility of your duties and meet deadlines
 8. make sure to vote (90% of our committee to vote to pass)
 9. Provide progress updates and communications of your initiatives to Council
 10. Assist other Council members as required
 11. **All Execs must join 2 PhUS committees**
 12. Familiarize yourself with PhUS constitution and bylaws
 - b. PhUS Committees
 - i. Everyone must join at least 2
 1. Student pipeline - monthly and 1 hour during lunch
 2. Social - most time commitment comes around events (Gala, etc.)
 3. Sports run - most active during events, will be in charge of at least one event and needs to show up during other events
 4. Sponsorship - attending lunch and learns
 5. Constitution review - may consist of 2 meetings, first for assigning a section to review and the second to go over edits
 6. Mentorship - 3 meetings for the year (30 mins each, mandatory)
 - c. Summer tasks 2025
 - i. President
 1. Plan PY1 Orientation with Leah
 2. Attend meetings with faculty and college
 3. Check-ins with all executives on tasks
 - ii. Secretary
 1. GPA
 2. Organize summer meetings and minutes
 - iii. VP internal/AVP internal
 1. Locker Key Ordering
 2. Update Club leaders contact list and interclub



3. Review and update PhUS documents
 4. Retreat planning
- iv. VP External
 1. Attend AMS meetings
 2. Handle all external PhUS matters
- v. VP Finance
 1. Propose and present PhUS Budget- AMS Budget due ~June
 - **GPA (ASAP) and PhUS Retreat (soon)**
 2. AMS Treasurer's Training
 3. Reimbursements
- vi. Sponsorship Coordinator
 1. Contact old sponsors to introduce yourself and offer sponsorship opportunities for next year
 2. Find new sponsorship opportunities
 3. Update the Sponsorship Package
- vii. VP Social/AVP Social
 1. Shoppers Drug Mart Welcome Back BB1
 2. GPA- PhUS Station
 3. Start brainstorming and planning of Social Events for the year
 4. Hire Social Committee(First Round)
- viii. Sports Representative
 1. Start Brainstorming and planning of Sports Events for the year
 2. Intramurals?
- ix. VP Academic/AVP Academic
 1. Academic Committee Meeting
 2. Start Brainstorming and planning of Academic Events for the year
 3. MHTF
- x. VP Communications
 1. Update PhUS website
 2. Post communication onto UBC Pharmacy Hub as required
 3. Manage all PhUS social media accounts
- xi. Mentorship Coordinator
 1. Coordinate and plan mentorship program

2. Phus Retreat

i) Dates: July 27th- August 3rd (2 nights, 3 days)

1. LINK: Contains Options

https://docs.google.com/document/d/1mTxzAdV5zovovVyfJNCZGhkJzbjmyGU_N-ySG3N81U/edit?usp=sharing





Round Table:

Faculty	NTR
President	<ul style="list-style-type: none">- Needs to talk to Miffia about the correction facility in Abbotsford about job posting<ul style="list-style-type: none">• Unsure if we are still doing posting on the FAS website or if we're doing it exclusively in the sponsorship packages and on the UBC hub- Made the class of 2029 facebook page<ul style="list-style-type: none">• Anyone can change the banner photo- Class of 2029 discord page has already been made- Question: Do we want faculty in the Cake and Champagne there?<ul style="list-style-type: none">• Keep it student only
Secretary	NTR
VP External	<ul style="list-style-type: none">- First AMS meeting next Saturday- Talked to CAPSI members for a more formal transition report
VP Internal	<ul style="list-style-type: none">- Elantra doesn't exist anymore (contract has ended with them)
VP Academic	NTR
VP Social	<ul style="list-style-type: none">- Skits Night: Plaques are ready to be picked (just need to pay the invoice)- Boos cruise: Boat booked for October 31st
VP Finance	<ul style="list-style-type: none">- Has not reached out to Shoppers regarding the barbeque- Just waiting for AMS to send training module- Has got a rough budget
VP Communications	NTR
Sponsorship Coordinator	<ul style="list-style-type: none">- Cake and Champagne:<ul style="list-style-type: none">• Walmart reached out on April 6th<ul style="list-style-type: none">- Already have sponsorship packages• Question regarding reaching out to them.- Companies have reached out to posts in order to retrieve more funds<ul style="list-style-type: none">• Potential idea: Whoever pays first, gets a posts first<ul style="list-style-type: none">- Policy needs to be written for that
Sports Rep	NTR
Mentorship Coordinator	<ul style="list-style-type: none">- Speaking with Larry research assistant to promote each other's mentorship program<ul style="list-style-type: none">• Larry is starting a new peer to peer mentorship program specifically for Indigenous communities
Senator	NTR
Grad Reps 2025	NTR
Grad Reps 2026	NTR
1st Year Reps	
2nd Year Reps	



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3 rd Year Reps	
4 th Year Reps	- Potential Idea: Get all the first year to write a letter that they will receive in graduation.

NTR = Nothing to Report

Meeting Adjourned: 7:17 PM

Moved: Navreet Grewal ; **Seconded:** Soeun Chang

Be it resolved that the PhUS council adjourns the meeting.



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