

SDCPhA Meeting Minutes

Monday, May 18th, 2026

1. Call to order: 6:05
 - a. Attendees: Tina Phu, Annie Le, Anh Nguyen, David Bao, Denise Tran, Erika Kiani, Joseph Tran, Paul Dwork, Courtney Woo, Truc Le, LaRyél Waldon, Phoung-Anh Luong, Eisha Badhesha, Nabeeha Rashid, Kimia Parvizi, Saba Parsamehr, Jimmy Hwang
2. Old Business:
 - a. Open board position - President Elect
 - b. Please join the [discord channel](#)
 - i. Use the Board Channel for board discussion
 - ii. Thumbs up Discord messages to make sure everyone has read the messages (~2 business days)
 1. Mondays will be the follow up day to check in with everyone for their responsibilities for each role in Discord
 - iii. Use the second hour of the board meetings for additional planning/check in with each other for our assigned tasks (brainstorming hour)
 1. Schedule 2 meetings
 - a. 1st meeting link for general board meeting
 - b. 2nd meeting link will be used for the brainstorming hour
 - c. Still no Facebook access
3. Ongoing Projects:
 - a. New webmaster (thank you Nebeeha!)
 - b. Student Scholarship: Paul to donate \$1,000 if we create a Foundation (501-C3), Brookie mentioned we can donate \$30,000 to UCSD to endow a SDCPhA Named scholarship of \$1,500 for forever (but UCSD students only)
 - c. Figure out online meeting situation.
4. New Business:
 - a. Vote: Motion to vote: David Bao, Second: Courtney Woo. Motion Passes
 - i. New Student Liaison - LaRyél Waldon
 - b. Pharmacy Murder Mystery Pasta Night - Let's regroup!
 - i. La Jolla Village Community Room secured, proceed to coordinate food and murder mystery script.
 - ii. Pizza night instead? - Focus on the murder mystery and GBM parts
 1. Caveat: students have a lot of pizza events
 - iii. [Start fully planning this one! - Next Board Meeting \(6/15\)](#)
 - iv. Need to coordinate food stuff and decorations (if wanted)
 1. Create flyer and start promoting event - Phuong
 - a. Poster/flyer done this week, hopefully post by Monday (5/25)

- i. Hyperlink in bio for instagram
 - ii. Include QR code to RSVP link
 - 1. Include question for dietary preferences/allergies
 - iii. Include SDCPhA logo on flyer
 - 1. Jimmy to create sign-up form, **needs access**
 - b. Close RSVPs 5 days in advance
 - i. Then we can run the script - Saba
 - ii. Charge \$5 to attend the event (David Bao will create PayPal link)
 - iii. Goal: ~15 people to attend
 - 2. David will bring utensils, napkins, and plates
 - 3. Coordinate pasta and trays for setup - Saba & board members
 - a. Olive Garden!
 - 4. Tina to promote
 - 5. Courtney book out the rest of the year at Community room
- c. Succession / election planning - Start looking for your replacement NOW
- d. Committee to-do **by 5/18**
 - i. **Rachel G** and **Courtney** to meet to create Chapter Operations Manual
 - ii. **Denise** to work with **Courtney** to coordinate Women's health speakers for June email
 - iii. **Kimia** to assist with SDSHP joint Advocacy Day - follow-up with Khanh
 - iv. Loop in **Elika** for blood drive and brown bag event **floated to fall**
 - v. **Saba** to help with Meet & Greet, SDSHP Mixer, and Pasta Murder Mystery Dinner. Start planning Gala with **board members** and **Courtney** **(date: 11/7 – evening ~ 3 hours long)**
 - vi. **Joseph** to coordinate with **David** to create a sponsor tracker with Google Sheets
 - vii. **Phuong-Anh** to create flyers for events below with **Annie**, ensure 10 photos are taken at all events (videos are preferred if possible!)
 - 1. Hyperlink in bio for instagram
 - 2. Include QR code to RSVP link
 - viii. **Tina** to coordinate with **Jenny's transition doc** for social media access and discusses the previous social calendar and social growth plan, and **Phuong-Anh** for flyers, document # of followers and monthly engagement for report
 - 1. Don't forget to post to discord too!
 - ix. **Jimmy** coordinate with appropriate committee leads and board members for in person events listed below, submit event supply checklists to **Rachel** and sign-in sheets to **Nabeeha**
 - x. **Nabeeha** create attendance tracker with notes for awards and social media tracker (coordinate with **Tina**) on Google Sheets (with names), printable sign-in sheet with logo
- e. Upcoming Events [draft calendar](#)

- i. 5/6 UCSD Pharmacist - Student Meet & Greet 6-8 PM
 - 1. Still looking for pharmacists (have about 6 now) → deadline for pharmacists to join: 5/1 (but keep the form open until 5/3 if needed)
 - a. About 30 students interested in event
 - b. Try to get more pharmacists to get a better ratio of pharmacist to interested students
 - c. **Each Committee Member to reach out to one pharmacist**
 - ii. Fall: UCSD Blood Drive w/ SD Blood Bank
 - iii. TBD: Brown bag event: senior center coordinator has been on leave, may choose alternate site, weekend preferred, volunteer sign up circulating
 - iv. June: Pharmacy owner meeting: modeling after CPhA pharmacy owner SIG - Courtney contacted Michael Conner and Kevin Komoto, waiting to hear back about format
 - v. June: Pharmacist's Role in Women's Health CE
 - 1. Courtney to follow-up on ACPE through CPhA
 - 2. Scripps or SHARP sponsored CE?
 - 3. [David Bao](#) to find the \$75 CE provider
 - vi. Collaboration with SDSHP
 - 1. Mixer on 7/6
 - 2. Advocacy Day TBD
 - 3. BBQ in October - change location
 - vii. CPhA HoD
 - 1. [Need 3 delegates by 7/24/26](#)
 - 2. Opening Session (Virtual): August 29, 2026 | 9:00 AM – 1:00 PM
 - 3. Closing Session (In-Person): October 17, 2026 | Chapman University
 - a. Rachel Graham, LaRyel Waldon, and Jimmy Hwang confirmed!
 - b. Vote to increase budget to cover delegates: \$99 each
 - i. Courtney Woo motions, Paul Dwork seconds. Motion passes
 - c. rxcourtneywoo@gmail.com follow-up that everyone is registered
 - i. [Registration Link](#)
 - viii. SDCPhA Gala - November 2026
 - 1. Entertainment - magic show, plus acrobats/dancers/fire dancers?
 - a. Possibly use Price Center East Ballroom as venue for Gala
 - i. Tell university that APhA reserves the room
 - b. Joan Kroc Auditorium? (but no food there – more for performative arts)
 - c. To benefit student scholarship
 - ix. SDCPhA banquet - Contract secured, needs to be signed
5. Treasurer Updates (David Bao)

- a. Taxes
 - b. Banquet
 - c. Google Meet Account
- 6. Courtney - find photos
 - a. Figure out best platform for meetings in the future
- 7. Meeting Adjourned: 6:57 PM