



## The Rho Chi Society

### Executive Council Meeting Minutes

Monday, March 7, 2016

Baltimore, Maryland

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1. Call to Order (8:46 AM) – Paul W. Jungnickel Immediate Past President, Presiding
2. Officers Present: Paul W. Jungickel (Immediate Past President), Bradley Boucher (President), John R. Reynolds (Past President), Victoria F. Roche (Historian) Gina Garrison (Secretary) via telephone  
Regional Councilors Present: Lucio Volino (II), Cynthia M. Phillips (III Mid-Atlantic); Dana Brown (III-Southeastern), Emmanuelle Schwartzman (VIII – outgoing), Kamlynn Chow (Theta Chapter), Jennifer Jun (Delta Gamma Chapter), Shawn Healer (Gamma Sigma)  
National Office Members: Michael Z. Wincor (Executive Vice President); Gail Moriarty (Administrative Assistant), A. Wayne Pittman (Immediate Past Executive Vice President) – partial attendance due to poor telephone connection
3. Motions to approve the minutes from the March 29, 2016 Annual Meeting and the March 30, 2015, Executive Council Meeting in San Diego, California were approved.
4. Consideration of Reports:
  - a. President's Report – Paul W. Jungnickel presented his report.
  - b. Executive Vice President/Treasurer's Report – Michael Z. Wincor
    - i. Treasurer's Report prepared in consultation with A. Wayne Pittman and Gail Moriarty in the North Carolina office. Rho Chi Society's detailed financial report was distributed, presenting income and expenses. Income exceeded expenses for 2016.
    - ii. Deferring final transfer of finances until financial advisory committee selected and decision made on investments. President Boucher had some suggestions regarding financial models and will share them with Executive Vice President Wincor.
    - iii. Update on Administrative Assistant position (in California). Position has gone through the University steps – review of applicants to begin soon. Executive Council deferred to Executive Vice President's decision for Administrative Assistant.
  - c. Audit Committee – S. William Zito (Chair) – Paul W. Jungnickel summarized that the Society's finances had been audited and are in good order.
  - d. Nominating Committee – Past President John R. Reynolds (Chair) expressed thanks to those willing to serve and congratulated those elected from the March 6 House of Delegates session. Completing a slate of officers had been a challenge with many individuals contacted declining opportunity to be placed on the ballot. The current process may need to be reviewed/revised (even-numbered councilors on the committee for odd-numbered regional nominations and vice versa). Many are not familiar with advisors or potential candidates outside their regions. Discussed allowing candidates to make a statement during meeting. This might give an unfair advantage to candidates who cannot attend the meeting. Discussed having each candidate provide a statement on the ballot in addition to their curriculum vitae. (This would be in space limited format.) Several options for providing attendance incentives for candidates for office as well as other Council members were discussed.

- i. A motion was made to provide a travel allowance to offset cost to attend APhA to help get full participation of Council members. After discussion, motion was withdrawn so that financial implications could be investigated. The National Office will report back regarding financial commitment this type of change might involve.
  - ii. Consider annual fee to schools to keep chapter charter active (concern about pushback from schools)
  - iii. Develop a petition process for requesting travel funds to offset attendance at meetings
  - iv. Explore ways to get more engagement (e.g., regular Advisor's Receptions). Might be challenging because of the condensed calendar and many exclusive events at APhA.
  - v. Provide specific information to candidates in the written follow up request for nomination for office.
- e. Chapter Awards Committee – President Boucher (Chair)
- i. Positive experience with updated format and plan for continued use.
  - ii. Continue work with Regional Councilors to promote chapter awards and engagement.
  - iii. Plan email blast reminders sent to chapters.
  - iv. Discussed addition of theme-based project.
  - v. Discussed idea for a self-nominating chapter award based on sustained excellence.
  - vi. Explore opportunities to engage more chapters.
- f. Rho Chi - AFPE First-Year Graduate Fellowship: Karen L. Rascati (Chair)  
Two awards were funded for 2016-2017. The Society will provide the additional funds to AFPE for the second award (\$10,500).
- g. Lecture Award Committee – Paul W. Jungnickel (Chair) presented report.  
Dr. Amy Haddad was selected as the 2017 recipient. The Committee will be soliciting nominations for the 2018 Award.

Motion made and unanimously approved to accept each of the above reports.

## 5. Review of the 92<sup>nd</sup> Annual Meeting

- a. Meeting Format
  - i. Participants really enjoyed the new format with the streaming videos.
  - ii. Add video links to Rho Chi website.
  - iii. Need larger venue.
  - iv. Continue food service outside room and during gathering.
  - v. Add more email blasts send to Chapters and Regional Councilors.
- b. Results of chapter delegate discussion. Michael Wincor will collate and share.

## 6. Old Business

- a. Website re-design is continuing. Post due dates more prominently. Post pictures from meetings.
- b. Project Proposals – 2015 focused on the engagement of Rho Chi alumni or chapters working/ networking across regions. Focus on the engagement and collaboration aspect of the Rho Chi Mission.
- c. 100<sup>th</sup> Anniversary Celebration
  - i. Consider speaker from each region for the 100<sup>th</sup> Anniversary Celebration.
  - ii. Need to appoint Committee – not too early to begin work.
  - iii. Need to identify leaders in each region.

- iv. Request input from student members.
  - v. Consider external support for this celebration.
  - vi. Rho Chi ribbons for student members, alumni, other categories.
- d. Executive Council Interim meetings – if needed for Summer or Fall, conduct electronically.
  - e. Re-visit Executive Vice President title - Still considering appropriate title to be similar to other non-profit organizations.
  - f. Appointment of Finance Committee No urgency for appointment. Will defer until operating expenses with the transition of the National Office can be determined. (A. Wayne Pittman to be appointed as “ex officio” member).
  - g. Bylaws revision/member eligibility and election processes. Lucio Volino will chair committee to review National Bylaws, especially evaluation of whether GPA and ranking in the top 20% alone should continue to be main determinants for eligibility of new members.

## 7. New Business

- a. New Chapter Installations – Presiding (National Officers and/or Regional Councilors)
  1. South College School of Pharmacy, Knoxville, Tennessee (Cynthia Phillips)
  2. Roosevelt University College of Pharmacy, Schaumburg, Illinois
  3. Western New England College of Pharmacy, Springfield, Massachusetts (Jack Reynolds)
  4. University of South Florida College of Pharmacy – Tampa, Florida (Dana Brown)
  5. Rosalind Franklin University of Medicine and Science College of Pharmacy – North Chicago, Illinois
  6. Thomas Jefferson University- Philadelphia, Pennsylvania (from 2015 – not yet installed) (Lucio Volino)

Gail Moriarty will contact National Officers and Regional Councilors regarding their availability to preside at installations not already scheduled once the new chapters provide dates for planned ceremonies.

- b. 2017 Lecture Award – Amy Haddad has been selected as the 2017 recipient. Will be requesting nominations for 2018 and beyond.
- c. 2016-17 Focus for Project Proposals – guide students to proposals with more of an intellectual focus. Proposals should align with the Society’s mission and vision and the Strategic Plan.
- d. Need to provide increased communications to chapters.
- e. Funding for Council members for Annual Meeting – discussed but will defer decision until financial impact can be determined by the National Office
- f. Future plans for role of National Historian (Victoria Roche)
  - i. Provide more support to Regional Councilors.
  - ii. Sounding board for Regional Councilors.
  - iii. Taking a fresh look at the Historian’s role – wants to update role.
- g. A. Wayne Pittman Award – J. Douglas Bricker to receive in 2017.

## 8. Adjourn (11:25 AM)