### Annual Chapter Report Outline

Please complete your Annual Chapter Report and submit to the National Office by May 15.

**Date of report submission:** 2017-05-11

**Name of School/College:** Duquesne University

**Chapter Name & region:** Alpha Beta, Region II

**Delegate who attended the Rho Chi Annual Meeting:** Caitlin Burley

**Date Delegate’s name submitted:** 2017-02-17

Past year's officers and e-mail addresses

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Historian

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New officers and e-mail addresses for next academic year  
(If not yet elected, please indicate date of anticipated election and report names within one week of election)

New officers and e-mail addresses

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Chapter advisor’s name and e-mail address

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**Chapter advisor’s name and e-mail address**

[chapter-advisors]

**Introduction**

The 2016-2017 Annual Chapter Report for the Alpha Beta Chapter of the Rho Chi Society describes many of the successes that we have had as a chapter and notes the improvements and changes we have made in an effort to improve the organization and fulfill the mission of the Society.

**Meetings** Please provide information on meetings held in the following tabular format

|  |  |  |  |
| --- | --- | --- | --- |
| Date | Attendance | Agenda | Action Steps |
| 2016-08-24 | 31 | Overview of the tutoring process Establish chapter goals Introduce upcoming events (Pharmacy Carnival, Health and Wellness Fair in Market Square) Explore fundraising ideas Explore ideas for an annual Rho Chi-sponsored event. | Members were instructed to fill out forms to be an eligible tutor and were informed on the procedure of turning in their tutoring hours. Fundraising options were presented to members and members were asked to contribute their own thoughts/concerns/ideas. Members were informed of the review session groups and the expectations for each review session. Members were instructed to formulate proactive review sessions with pre-written questions and materials so that the sessions did not solely rely on attendees’ questions. |
| 2016-09-07 | 29 | This meeting was held in order to receive feedback on the review sessions. We also discussed our booth for the Health and Wellness Fair in Market Square. Students had time to sign up for review sessions for students. We also discussed potential fundraising options including hooded sweatshirts, travel mugs, lanyards, and bagel sales. | Members who had hosted review sessions were asked about the techniques they found useful and those that they felt were not helpful, as a reference for future review group sessions. General feedback from members was received and the student feedback given to members was provided to the organization. Members signed up to volunteer at our table for the Health and Wellness Fair to promote education regarding over-the-counter medication toxicity. |
| 2016-10-05 | 20 | Discuss final details regarding the Health and Wellness Fair. Discussed details of having a Drug Name Spelling Bee. Organized a committee to organize the Spelling Bee event for later in the month. Discussed potential collaboration with Phi Lambda Sigma in a leadership lecture series. | Remaining review sessions and groups were announced, and each group was asked to designate a leader. A survey was sent out to get feedback concerning the organizations’ future activities due to waning interest and participation with activities outside the tutoring program. Spelling Bee committee members organized the event with reserving a room, gathering contestants, and inviting faculty judges/mediators. |
| 2016-11-02 | 18 | This meeting was held to wrap up the activities for the fall semester. We discussed potential improvements to the tutoring program such as having specific office hours and having lead tutors to help organize all of the tutors in a particular course. There were sign-ups for the final exam review sessions, and we discussed the success of the Spelling Bee. | Members submitted their ideas for improvement for next semester and signed up for the last review sessions. Members also submitted their tutoring hours to the Vice President for our records. |

**Strategic Planning:** What goals were set that relate to the Rho Chi mission?

The main goal of this academic year was to implement more effective review sessions for the PY1 and PY2 classes. Review sessions last year worked very well in the fall semester, but in the spring semester, members did not demonstrate interest in doing them. Our goal was to expand our tutoring program so that we could better meet the needs of the students and help them become successful future pharmacists. Another goal for the organization was to improve active membership and to increase members’ involvement. Active members are essential in order for the organization to expand its services and promote its goals and missions. We also had a goal to create an annual Rho Chi-sponsored event that would further the interest of the organization while also helping other students improve themselves either academically or personally.

**Activities**

Tutoring  
Tutoring remains the Alpha Beta chapter’s main contribution within the Mylan School of Pharmacy. Approximately two-thirds of the Rho Chi members offered individual and small group tutoring services to students in the biomedical sciences and therapeutics as well as other more science-focused courses such as pharmaceutics and human physiology and pathology. These tutoring sessions have received positive feedback from both students and faculty, and because they promote the development of intellectual leaders, will continue in years to come.

Review Sessions  
We decided to continue offering the review sessions that were reinstated last year by the previous members of the chapter. In order to attract more students, facilitate learning, and help Rho Chi members reflect on their own performance, members who held the review sessions were asked to prepare either a PowerPoint or Nearpod presentation to help students prepare for the upcoming exam. All members were expected to complete at least two review sessions in order to remain in good standing with the organization. The review sessions were well received by the students who attended. Much like last year, though, we struggled with getting enough participation by Rho Chi members. The same students signed up to do review sessions after everyone met their required 2 sessions, putting a substantial burden on those individuals. This activity promoted collaboration amongst Rho Chi members and faculty, as there were times when faculty members were asked for guidance in the creation for the review sessions. This activity also promoted the development of intellectual leaders, and should be continued in the future with some adjustments to the logistics of the sessions.

Health and Wellness Fair in Market Square  
The American Pharmacists’ Month Outreach Program has become an annual event hosted by the Mylan School of Pharmacy. This outreach program is held in Market Square of the business district of Pittsburgh. This event was established in order to spread awareness of the profession as well as provide services and education to Pittsburgh residents. Multiple screenings are held, vaccinations are offered, and information concerning various disease states is made available to the public. This year, Rho Chi offered a form of patient education to the public. Our educational outreach was focused on over-the-counter medication toxicity. The organizations decided to promote this form of education since many people do not realize that things that are all-natural are not necessarily completely safe or efficacious. We wanted to educate people that just like anything else, vitamins and supplements need to be taken appropriately and according to directions. This activity promoted collaboration across multiple organizations in the pharmacy school.

Drug Name Spelling Bee  
This year we offered the first annual drug name spelling bee. This event was open to all organizations in the School of Pharmacy as well as to individuals who wished to participate. We asked that each organization sponsor an individual to participate in the event. We awarded prizes to the top 3 competitors. The event was held in the typical spelling bee fashion where the emcee would prompt the student to spell a particular drug or herbal supplement. Students who spelled it correctly moved on to the next round, and those who did not were eliminated. The drug names got progressively more difficult as the competition went on. This event helped to foster collaboration with other organizations in the School of Pharmacy as well as by helping to promote intellectual leaders in the future. It also helped us meet our goal of establishing an annual Rho Chi-sponsored event. This activity most definitely should be continued in the future, as it is a fun and educational way to bring different students and organizations together in the spirit of competition.

PCAT Review Session  
This event was held for the current PPY1 students who will be taking the PCAT this summer or fall to determine their eligibility into the professional phase of the program. Two Rho Chi members prepared a PowerPoint presentation regarding logistics of the exam, content areas, practice questions, study tips, and personal experience in order to help ease their fears about the exam and adequately prepare them for taking it. This event stimulated intellectual leadership in our freshman in the pre-professional phase, hopefully instilling in them a desire to work hard in their academic careers in an effort to be invited into the Rho Chi Society.

Curriculum Vitae Reviews  
In the spring semester, we offered students in the professional phase of the curriculum to have their CV’s or resumes reviewed by various clinical faculty members. We had faculty members who practiced in acute care, ambulatory care, and community. Students came on a walk-in basis where they could meet with whichever professor they wanted. Some students who knew what area of practice they wanted to be in chose the corresponding professor who also worked in the same area in order to get appropriate feedback. We had an excellent turnout, and we believe this event should be continued in the future, perhaps in both the fall and spring semesters. This event helped to promote the development of intellectual leaders and prepare them for future success.

**Financial Budgeting**

All budgeting was determined and approved by the faculty advisor and our treasurer, Dr. Rehana Leak and Alexa Moss. Our budget was approved by the members of the chapter during the second meeting. Over the course of the year we held several fundraising events. We sold Duquesne Pharmacy hooded sweatshirts as well as stainless steel travel mugs to all students in the School of Pharmacy. We also sold Rho Chi t-shirts to current and new members in the spring semester. We sold bagels before one morning exam to students as they finished the test. In the future, we believe it would be advantageous to sell pocketbooks with clinical pearls or other helpful information for students to refer to during rotations.

**Installation Function**

For the fourth consecutive year, the Rho Chi initiation ceremony was held during the Mylan School of Pharmacy’s annual APhA-ASP, Phi Lambda Sigma, Rho Chi banquet. This banquet serves to recognize student organizations in addition to the initiates of PLS and Rho Chi. There were many people in attendance including organization leaders, PLS inductees, Rho Chi inductees, their families, and members of the School of Pharmacy administration. Dr. Brandon Herk served as the key-note speaker, speaking to his experience in ambulatory care in the Chicago area. Dr. Herk is a Duquesne alumnus as well as a past member of APhA-ASP, Rho Chi, and PLS. Dr. Herk shared his experiences as a student and tips for success in transitioning from student to resident to clinical pharmacist. We initiated 34 members, 33 from the School of Pharmacy and 1 graduate student from the Graduate School of Pharmaceutical Sciences.

**Evaluation/Reflection**

This year our organization struggled with member involvement in some events such as the review sessions, but we were able to provide valuable individual tutoring services. Although I believe that our members had great potential to improve our chapter, this did not translate into as many concrete accomplishments as we hoped, due to inactivity of many of the members. Members were very eager to participate in the beginning of the school year, but as time progressed and we had examinations and projects to complete, participation slowly declined. The lack of involvement was a barrier in achieving all our goals. It seemed that all of the accomplishments that were made were solely due to the members of the executive board and maybe 5 other general members. It should be noted that steps are being taken to improve upon these weaknesses in the coming year. The incoming president has offered multiple suggestions to help improve the participation in tutoring and review sessions. Her main goal will be to institute chapter bylaws that will require members to participate in a particular number of Rho Chi events, either individual tutoring, exam review sessions, preparing study guides, or other programs. We believe that this will be the best way to encourage participation by other members and help to distribute the load of the organization fairly among all members.

**Other Information**

N/A