

Annual Chapter Report Outline

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

Date of report submission: 2018-05-07

Name of School/College: Duquesne University

Chapter Name & region: Alpha Beta, Region II

Delegate who attended the Rho Chi Annual Meeting: Margaret English

Date Delegate's name submitted: 2018-02-24

Past year's officers and e-mail addresses

President

First Name

Sydney

Last Name

Hand

Email

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Vice President

First Name

Taylor

Last Name

Pericoloso

Email

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Secretary

First Name

Kelly

Last Name

Mazzei

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Treasurer

First Name

Margaret

Last Name

English

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Historian

First Name

Amy

Last Name

Spigelmyer

Email

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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

President

First Name

Kelsey

Last Name

Murgas

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Vice President

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Alaina

Last Name

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Secretary

First Name

Nicole

Last Name
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Treasurer

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Courtney

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Historian

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Briana

Last Name
Martin

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Chapter advisor's name and e-mail address

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Rehana

Last Name
Leak

Email
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Chapter advisor's name and e-mail address

[chapter-advisors]

Introduction

We are the Alpha Beta Chapter of the Rho Chi Society at Duquesne University. This year, we faced both accomplishments and difficulties as a chapter which we have passed on and hope to improve for next year's members. I myself feel that we made the most of the financial implications we were dealt with and hope it is not an issue going forward. Our foundation of providing tutoring in order to help our peers achieve academic excellence will continue for years to come.

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

Date	Attendance	Agenda	Action Steps
2017-08-30	29	Overview of the tutoring process. Establish chapter goals Introduce upcoming events (Pharmacy Carnival, Health and Wellness Fair in Market Square) Brainstorm fundraising ideas. Brainstorm ideas for Rho Chi sponsored events for the year.	Members were told about the change in tutoring process that occurred this year (TAs in charge of PY1s, Rho Chi in charge of PY2s, change in funding) Fundraising options were presented to members and members were asked to contribute their own thoughts/concerns/ideas. Members were informed of group review sessions and how they are to be run. Members were instructed to create PowerPoint presentations for each group review session held and collaborate beforehand.
2017-09-27	29	This meeting was held to receive feedback from both group review sessions and pharmacy carnival. Specific fundraising ideas were proposed (laptop stickers, hooded shirts).	Feedback from members holding group review sessions was received and changes were proposed (possible incorporation of nearpod, more student interaction in reviews, study guides). Members signed up to provide information on over-the-counter medication toxicity at the Health and Wellness Fair at Market Square.
2018-01-24	25	This meeting was held to kick off the spring semester and discuss our goals moving forward. We discussed possible fundraisers and events for the upcoming semester.	Members were asked to fundraise in order to raise our budget.
2018-02-28	24	This meeting was held to vote on and elect the new members for the 2018-2019 academic year and also to discuss details of the Rho Chi Initiation banquet.	Submission of the new officers to the national office. Submission of all new members to the national office for records and to obtain certificates and pins for the banquet. The Rho Chi annual meeting delegate and alternate were submitted to the national office.

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

The main goal of this academic year was to implement more widely attended review session for the PY2 year students. Review sessions last year worked very well in the fall semester, but in the spring semester, members did not show much interest and attendance was low. Our goal was to make our review sessions more interactive for students in order to make them more effective. Another goal for the organization was to improve active membership and to increase involvement and interest in activities and fundraisers. Active members are necessary in order to be able to provide tutoring services to our students. Our final goal was to hold a Rho Chi sponsored activity that would benefit students both personally and professionally.

Activities

Tutoring

Tutoring remains the Alpha Beta chapter's main contribution within the Mylan School of Pharmacy. Approximately half of the Rho Chi members offered individual and group tutoring services in both therapeutics courses and also pharmaceuticals and biochemistry courses. Group tutoring sessions were well attended and received positive feedback by both students and faculty. Since these tutoring services help

foster our education to becoming future pharmacists, they will be continued for years to come. Due to funding setbacks, individual tutoring services were not a success this year.

Review Sessions

We decided to continue offering the review sessions that were held last year by our Rho Chi chapter. In order to improve attendance this year, we had members create PowerPoints in advance to go over during these sessions. Approximately four students worked on these PowerPoints and were the presenters for that session. We ended up receiving very good attendance and positive feedback by both students and faculty. However, one struggle we faced was getting more members to volunteer for each review session. The same members volunteered each time. Despite this difficulty, these reviews benefited our students academically and should be continued for years to come.

Pharmacy Carnival

The Duquesne School of Pharmacy holds a Pharmacy Carnival every year for all professional organizations to provide information to students about their organization. Information is to be delivered in a creative and fun way. This year, Rho Chi decided to have a booth at Pharmacy Carnival and provided games for students to participate in in order to help foster learning. Our booth was well attended, and it was an enjoyable event for all involved.

Health and Wellness Fair in Market Square (October 4, 2017)

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 regarding over-the-counter medication safety. We wanted to make the public aware that it is possible to overdose on vitamins and over-the-counter pain medication. We stressed the importance of communicating all medications you are taking to both your doctor and your pharmacist.

Curriculum Vitae Review

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 and residents. We had faculty members who practiced in acute care, ambulatory care, and community as well as residents in the community setting. We had students sign up for professors and time slots ahead of time in order for the event to run smoothly. The event had excellent attendance and we even recruited more professors the day of for this reason. This event helped develop future leaders and prepare them for career exploration and acceptance.

Financial Budgeting

All budgeting was determined and approved by the faculty advisor and our treasurer, Dr. Rehana Leak and Margaret English. 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 long sleeve shirts, laptop decals, and Pittsburgh Popcorn. The Fundraisers were a success and we were able to increase the budget for the members next year. In the future, we believe it would be advantageous to sell pocketbooks or planners to encourage organization and professionalism while students are on rotation.

Transaction Type	Date	Account
check	4/27/2018	checking
check	4/24/2018	checking
check	4/23/2018	checking
check	4/9/2018	checking

deposit	3/26/2018	checking
check	3/23/2018	checking
deposit	3/14/2018	checking
credit	3/8/2018	checking
credit	2/1/2018	checking
debit	1/16/2018	checking
debit	12/5/2017	checking
debit	10/23/2017	checking
deposit	10/23/2017	checking
debit	10/3/2017	checking
deposit	10/2/2017	checking
deposit	10/2/2017	checking
deposit	9/20/2017	checking
check	9/12/2017	checking
debit	9/6/2017	checking
debit	9/1/2017	checking
debit	8/3/2017	checking
debit	7/6/2017	checking
debit	6/5/2017	checking

Description	Amount
Banquet Money- Service fee	142.58
Cords for Class of 2019 and 2020 (66 people)	825
Banquet Money due to Duquesne (1275 + 4 exec members)	-1305
Reimburse PLS members for banquet money (1 member paid twice for PLS and Rho Chi)	-15
Initiation Banquet Money	1275
Rho Chi National Dues (\$65 each)	-2210
New Member Dues (\$88 each)	2992
Class of 2019 Cords	416
Pittsburgh Popcorn Fundraiser deposits	694.5
class of 2018 cords	364
Pittsburgh Popcorn Order	-341.75
Candy for meeting	-8.48
Decal Fundraiser Deposit	8
Donation for Dean's Christmas Party- Reimbursement	-25
Stickermule Order	-30
Decal Fundraiser Deposit	81
Custom Ink Shirt Order #15240198	-517.75
Shirt Fundraiser Deposit	600
Sticker sale	16
Error in reimbursemnt from stickermule	2
Stickermule- Reimbursement	-20
Milanos Pizza for Meeting	-40
\$10 Chipotle Giftcard for Carnival Raffle	-10
statement fee	-2
statement fee	-2
statement fee	-2

Reference/Check No.	Credits	Debits	Balance
	1212	142.58	\$1,736.98
	1112	825	\$1,879.56
	1211	1305	\$2,704.56
1209 and 1210		15	\$4,009.56
		1275	\$4,024.56
	1207	2210	\$2,749.56
		2992	\$4,959.56
		416	\$1,967.56
		694.5	\$1,551.56
		\$364	\$857.06
	341.75		\$493.06
	\$8.48		\$834.81
		\$8	\$843.29
	1216	\$25	\$835.29
		\$30	\$860.29
		\$81	\$890.29
	\$517.75		\$809.29
		\$600	\$1,327.04
		\$16	\$727.04
		\$2	\$711.04
	1111	\$20	\$709.04
		\$40	\$729.04
		\$10.00	\$769.04
		\$2	\$779.04
		\$2	\$781.04
		\$2	\$783.04

Installation Function

For the fifth 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. This year we decided to hold the banquet in the afternoon. 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. Mark served as the key-note speaker, speaking to her experience in critical care and business administration at Allegheny General Hospital. Dr. Mark shared her experiences as both a clinician and an administrator, her biggest advice being 'do what you love.' We initiated 29 members from the School of Pharmacy.

Evaluation/Reflection

This year our organization struggled with financial changes, making it difficult for members to volunteer to tutor. Additionally, the same members were always participating in group review sessions, rather than each member participating. Despite this lack of involvement, I believe that the group review sessions we did hold helped our peers greatly. I also feel that our fundraisers and curriculum vitae review were great successes. Our treasurer this year was a very big help, and we were able to greatly improve our budget. The incoming executive board has offered some suggestions to get more members to participate in review sessions in order for one to be held for every exam. It seemed that as each semester progressed this year, member involvement dwindled and there was a lack of interest to help. The incoming president's main goal will be to get more members involved and helping in order to be able to hold more reviews and educational events. We would also like to hold some kind of educational outreach for high school students in our area. Getting out into the community more should be a goal for years to come.

Other Information

N/A