

## Annual Chapter Report Outline

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

**Date of report submission:** 2018-05-09

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

**Chapter Name & region:** Alpha Nu, III-W

**Delegate who attended the Rho Chi Annual Meeting:** Julie Farrar

**Date Delegate's name submitted:** 2017-10-25

Past year's officers and e-mail addresses

President

First Name

Julie

Last Name

Farrar

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Vice President

First Name

Weston

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Behal

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Treasurer

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Historian

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Charles

Last Name  
Horn

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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

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Kushal

Last Name  
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Vice President

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Secretary

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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 Alpha Nu Chapter of the Rho Chi Society at the University of Tennessee Health Science Center College of Pharmacy has striven for improvement in performance and achievement of goals during the 2017-2018 year. The executive council planned for more Rho Chi involvement with the student body throughout the year and continued excellence of our chapter members. This report describes the Alpha Nu Chapter's efforts.

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

Date	Attendance	Agenda	Action Steps
2017-08-28	Executive Council members: 8	Rho Chi Executive Council Meeting (Memphis, Nashville, & Knoxville officers)	Introduction of new officers, bulletin board updates on each campus, and discussed tutoring possibilities. Also discussed the upcoming Residency Panel and set dates for this event. Lastly, we decided to focus on updating our listserv and chapter report.
2017-09-11	Executive Council members: 8	Rho Chi Executive Council Meeting (Memphis, Nashville, & Knoxville officers)	Discussed tutoring options on all campuses, the upcoming residency panels, as well as plans for the Rho Chi/PLS Banquet. The committee also discussed our budget as well as keeping the calendar up to date.
2017-09-13	P1-P4 Students: 30	Residency Program Director Panels (Memphis, Nashville, & Knoxville campuses)	Invited Residency Program Directors from pharmacy residency programs in the area to participate in a panel and answer questions directed by P4 students hoping to match.
2017-10-25	Executive Council members: 8	Rho Chi Executive Council Meeting (Memphis, Nashville, & Knoxville officers)	Discussed partnering with the Director of UTHSC Student Academic Support Services and Inclusion, Kathy Gibb, for tutoring sessions. Also discuss finalization of induction banquet plans in association with PLS. Finally brainstormed ideas for a Chapter Project Proposal.

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

The first executive council meeting in August of 2017 provided a time to create goals for the Alpha Nu chapter for the upcoming year. The President, Julie Farrar, led the discussion by outlining some personal goals for herself, goals for each of the council members, and goals for the chapter as a whole. The entirety of the executive council then engaged in discussion about the chapter's desired direction and achievements. Goals included further intellectual and professional development of students who were both Rho Chi members and non-members at the University of Tennessee College of Pharmacy. We desired to expound upon the tutoring initiatives and residency preparation already put into place by our previous year's executive council. The 2017-2018 executive council members also desired to take our chapter's commitment to academic excellence and learning one step further by pledging a submission for a Chapter Project Proposal this year.

### **Activities**

The following were activities completed by the Alpha Nu chapter of the Rho Chi Society in the 2017-2018 academic year: tutoring initiatives on all three campuses (Memphis, Nashville, & Knoxville) and partnership with Student Academic Support Services and Inclusion (SASSI), a Residency Program Director panel directed toward 4th year students applying for residency, partnership with Phi Lambda Sigma to plan a banquet for members being inducted into each organization, and development of a Chapter Project Proposal idea. Rho Chi student member-led tutoring has been a long standing initiative at the University of Tennessee College of Pharmacy. Multiple executive council members and lay members of Rho Chi provided tutoring services throughout the academic year in multiple subjects. These subjects included Pharmacy Math, Pharmacokinetics, Therapeutics, and Cardiology (a new course taken by first year students as part of the University of Tennessee's new pharmacy curriculum). Some tutoring sessions were video conferenced among the Memphis, Nashville, and Knoxville campuses, while others were held independently on each individual campus. Alternatively, some tutoring sessions were held on one campus only, but the materials developed and used for the session were subsequently shared to all three campuses. The Alpha Nu chapter has always attempted to provide support to SASSI, the office responsible for providing additional resources and services to enhance student learning and performance. The President for this academic year, Julie Farrar, continued this initiative and further strengthened the relationship by reaching out to the SASSI director, Kathy Gibbs, early in the year. Rho Chi was therefore able to communicate any need for tutors through SASSI to chapter members via email throughout the rest of the academic year. The Alpha Nu chapter also continued its residency preparation initiatives with a new program, a Residency Program Director panel. This panel occurred in Memphis, Nashville, and Knoxville, but each panel comprised of RPDs from each specific area. This program was geared toward fourth year students, but all pharmacy students on each campus were invited to attend. The panel in Memphis was recorded, and the video was posted to Residency Preparation Blackboard courses for P3s and P4s to reference. We received excellent feedback from the RPDs involved, as well as both students and faculty in attendance. This specific program is something that the chapter will attempt to continue to provide in coming years. Members of the executive council worked alongside executive council members of the Phi Lambda Sigma chapter at the University of Tennessee College of Pharmacy to put on a banquet for induction of members into each organization. This partnership has been in place for many years and allows ease of attendance at each induction ceremony for new initiates travelling from distant campuses to one location. Julie

Farrar, the President of Rho Chi, and Sarah Schuman, the President of Phi Lambda Sigma, contacted an esteemed faculty member, Dr. Stephanie Phelps, to provide the keynote speech at the banquet. The Dean of the College of Pharmacy, Dean Marie Chisholm-Burns, was also in attendance. More details on the Induction Banquet are available in the Initiation Function section of this report. Finally, another new initiative undertaken by the Alpha Nu chapter this academic year was the development of a proposal for a Chapter Project Proposal. This was the culmination of brainstorming by the executive council and chapter advisor, Dr. Bradley Boucher. The idea for a certificate program sponsored by Rho Chi arose. We finally decided to move forward with the idea for a Leadership Certificate program that would be supported by the chapter members of Rho Chi. The idea for development and implementation of this program was presented to the Dean and other esteemed faculty members in January of 2018, and our chapter plans to submit a proposal for a Chapter Award in June of 2018.

### Financial Budgeting

To support the expenses needed for the initiation banquet, programs, and cords, the Alpha Nu chapter of the Rho Chi Society utilized dues from new members. The banquet was partnered with Phi Lambda Sigma's initiation to share costs. No fundraising was needed to accomplish our budget goals. See Appendix 1 for more detail about the debits and credits of this year from the time of transfer of duties.

#### Appendix 1

#### Alpha Nu Chapter Financials

item	amount debited (\$\$ spent)	amount credited (\$\$ raised)	balance	comment
balance forward			\$17,669.67	balance from last year as of 5/10/17
New member dues, pins, certificates to Rho Chi Society	\$2,405.00		\$15,264.67	Payment to the Rho Chi Society 1/26/18
New member dues + banquet fees (first deposit)		\$2,510.00	\$17,774.67	balance on 2/2/18. 22 member dues (\$110) + 3 guest (\$30)
cords	\$462.50		\$17,312.17	2/5/2018
banquet programs	\$284.05		\$17,028.12	2/19/2018
banquet programs reprint	\$166.33		\$16,861.79	2/28/2018
caterer invoice	\$6,727.50		\$10,134.29	3/2/2018
New member dues + banquet fees (second deposit)		\$4,440.00	\$14,574.29	3/30/2018. 15 member dues (\$110) + 93 guest (\$30)
PLS reimbursement		\$2,018.93	\$16,593.22	4/27/2018

## **Installation Function**

The Alpha Nu chapter held the initiation banquet, in conjunction with Phi Lambda Sigma, on March 2, 2018 at the Student Alumni Center on the University of Tennessee Health Science Center's campus in Memphis, TN. This year our chapter inducted a total of 37 new members into the society. More than 150 family, friends, faculty, Rho Chi Alumni and Rho Chi student members attended the event. Our keynote speaker at this year's initiation banquet was Stephanie Phelps, BScPharm, Pharm.D., BCPS, FAPhA, FCCP, FPPAG, Associate Dean and Professor in the Dept. of Clinical and Translational Science for the College of Pharmacy. The initiation of our members followed Dr. Phelps' remarks.

## **Evaluation/Reflection**

Throughout 2017-2018, the Alpha Nu chapter of the Rho Chi Society achieved specified goals set forth by the executive council and prospered as a chapter overall. The faculty and staff at the University of Tennessee College of Pharmacy (UTCOP) developed a residency preparation curriculum for P3 and P4 students for this school year. Rho Chi offered assistance in this endeavor, which culminated in a Rho Chi-led Residency Program Director (RPD) Panel discussion. This panel was statewide (occurring on the Memphis, Nashville, and Knoxville campuses) and consisted of RPDs from programs in each respective campus' geographical area. Students participated actively and gave us good feedback on this event. The execution of this RPD panel accomplished one of the goals that previous executive council members held for the chapter, and Rho Chi hopes to continue on with this impactful preparatory tool in the future. Throughout the year several Rho Chi members led group tutoring sessions across all three campuses. This accomplished a long-standing goal held by the Alpha Nu chapter. UTCOP transitioned to a new curriculum for P1 students this year; our efforts therefore focused on two different course curriculums. Some sessions focused on therapeutics and pharmacokinetics in the older curriculum, and other sessions focused on pharmacy math and cardiology in the new curriculum. While the quantity of these tutoring sessions diminished some as the school year wore on, they were still informative and therefore appreciated by students struggling with the course matter. Increased organization and efficiency, a desired goal set forth by the executive council, was accomplished by utilization of a Google Drive to store important documents and a Google Calendar to keep track of important events and dates throughout the year. An organizational listserv was also maintained for email correspondence. Also to increase efficiency, the list of Rho Chi faculty members was updated. A long term goal for the executive council is to maintain this list as accurately as possible. The school year concluded with new officer elections and transitions with outgoing officers. Outgoing officers provided information that will help the incoming officers succeed in their future endeavors. Our chapter plans to submit a Chapter Project Proposal in June. Alpha Nu has not had the opportunity to submit a proposal in the past few years, so the executive council views this as a success for the further progression of the chapter.

## **Other Information**

The following is a summary of all the events that the Alpha Nu chapter held during the 2017-2018 school year.

8/18/2017

25 – M, N, K

PSGA Executive Council Meeting

Discussed current and future business for the College of Pharmacy with leaders of other campus student organizations.

8/22/2017

5 – M, N, K

Rho Chi Therapeutics I Tutoring

Group tutoring session held for P2 students struggling with course material.

8/28/17

8 – M, N, K

Rho Chi Executive Council Meeting

Introduction of new officers, bulletin board updates on each campus, and discussed tutoring possibilities. Also discussed the upcoming Residency Panel and set dates for this event. Lastly, we decided to focus on updating our listserv and chapter report.

9/5/2017

4 – M, N, K

Rho Chi Therapeutics I Tutoring

Group tutoring session held for P2 students struggling with course material.

9/8/2017

25 – M, N, K

PSGA Executive Council Meeting

Discussed current and future business for the College of Pharmacy with leaders of other campus student organizations.

9/11/2017

8 – M, N, K

Rho Chi Executive Council Meeting

Discussed tutoring options on all campuses, the upcoming residency panels, as well as plans for the Rho Chi/PLS Banquet. The committee also discussed our budget as well as keeping the calendar up to date.

9/13/2017

15 – M

Residency Panel

Invited Residency Program Directors from pharmacy residency programs in the area to participate in a panel and answer questions directed by P4 students hoping to match.

9/13/2017

7 – N

Residency Panel

Invited Residency Program Directors from pharmacy residency programs in the area to participate in a panel and answer questions directed by P4 students hoping to match.

9/14/2017

8 – K

Residency Panel

Invited Residency Program Directors from pharmacy residency programs in the area to participate in a panel and answer questions directed by P4 students hoping to match.

9/20/2017

3 – M

Rho Chi Therapeutics I Tutoring

Group tutoring session held for P2 students struggling with course material.

9/22/2017

6 – M

Rho Chi Pharmacy Math Tutoring

Group tutoring session held for P1 students struggling with course material.

9/28/2017

20 – M, N, K

Rho Chi Pharmacokinetics Tutoring

Group tutoring session held for P2 students struggling with course material. Video conferenced to all three campuses.

10/6/2017

2 – M, N, K

Rho Chi Therapeutics I Tutoring

Group tutoring session held for P2 students struggling with course material.

10/25/2017

8 – M, N, K

Rho Chi Executive Council Meeting

Discussed partnering with the Director of UTHSC Student Academic Support Services and Inclusion, Kathy Gibb, for tutoring sessions. Also discuss finalization of induction banquet plans in association with PLS. Finally brainstormed ideas for a Chapter Project Proposal.

11/3/2017

4 – M

Rho Chi—PLS Induction Banquet Planning meeting

Brainstormed venue and catering options for the combined Rho Chi & PLS Induction Banquet.

11/6/2017

4—M

Rho Chi—PLS Induction Banquet Planning meeting  
Finalized plans with Presidents and Advisors of both organizations.

11/6/2017

8 – M, N, K

Rho Chi Executive Council Meeting  
Reminded all members to utilize the Google Calendar to keep track of events during the year.  
Also decided on Leadership certificate as the proposal our chapter would write up for a possible award submission.

11/30/2017

25 – M, N, K

PSGA Executive Council Meeting  
Discussed current and future business for the College of Pharmacy with leaders of other campus student organizations.

1/12/2018

6 – M, N, K

Rho Chi Therapeutics III Tutoring  
Group tutoring session held for P2 students struggling with course material. Session was recorded for other students to watch at a later date if desired.

1/13/2018

5 – M, N, K

Rho Chi Cardiology I Tutoring  
Group tutoring session held for P1 students struggling with course material. Session was recorded for other students to watch at a later date if desired.

2/7/2018

3 – M, N, K

Rho Chi Therapeutics III Tutoring  
Group tutoring session held for P2 students struggling with course material. Session was recorded for other students to watch at a later date if desired.

2/16/2018

3 – M, N, K

Rho Chi Cardiology I Tutoring  
Group tutoring session held for P1 students struggling with course material. Session was recorded for other students to watch at a later date if desired.

2/17/2018

3 – M, N, K

Rho Chi Therapeutics III Tutoring

Group tutoring session held for P2 students struggling with course material. Session was recorded for other students to watch at a later date if desired.

2/21/2018

3 – M, N, K

Rho Chi Cardiology I Tutoring

Group tutoring session held for P1 students struggling with course material. Session was recorded for other students to watch at a later date if desired.

2/28/2018

2 – M, N, K

Rho Chi Cardiology I Tutoring

Group tutoring session held for P1 students struggling with course material. Session was recorded for other students to watch at a later date if desired.

3/2/2018

160 – M

Rho Chi – Phi Lambda Sigma 11th Annual Induction Banquet

Rho Chi and PLS participated in a joint Induction Banquet where members of the P2 and P3 classes were inducted into one or both organizations. Students, advisors, professors, and family were all in attendance.

3/12/2018

3 – M, N, K

Rho Chi Cardiology II Tutoring

Group tutoring session held for P1 students struggling with course material. Session was recorded for other students to watch at a later date if desired.

3/12/18 – 3/19/18

N/A

Rho Chi electronic nominations for Executive Council positions

Students nominated themselves or their peers via email for executive council positions separated by campus.

3/26/2018

N/A

Rho Chi Executive Council elections

Elections were held via email (per our updated bylaws) to ensure maximal participation from chapter members.

4/6/2018

2 – M, N, K

Rho Chi Cardiology II Tutoring

Group tutoring session held for P1 students struggling with course material. Session was recorded for other students to watch at a later date if desired.

4/19/2018

3 – M, N, K

Rho Chi Cardiology II Tutoring

Group tutoring session held for P1 students struggling with course material. Session was recorded for other students to watch at a later date if desired.

5/3/2018

2 – M, N, K

Rho Chi Cardiology II Tutoring

Group tutoring session held for P1 students struggling with course material. Session was recorded for other students to watch at a later date if desired.

5/9/2017

2 – M

Rho Chi President Transition Meeting

The outgoing Rho Chi President transitioned with the incoming President, thereby officially handing over the chapter to new leadership.