Annual Chapter Report

Please complete your Annual Chapter Report, adhering strictly to the format below, and submit it to the National Office via e-mail (RhoChi@unc.edu) by May 15.

General formatting guidelines:

* Adhere to the page/word limitations specified in each section.
* Use 12 point, Times-New Roman, font.
* Do not include any attachments or appendices.
* Submit as a Word Document.

Date of report submission: May 13, 2015

Name of School/College: University of Colorado Skaggs School of Pharmacy and Pharmaceutical Sciences

Chapter name and region: Alpha Theta - Region VIII

Chapter advisor’s name and e-mail address: Peter Rice, PharmD - peter.rice@ucdenver.edu

Delegate who attended the Rho Chi Annual Meeting: Melissa Laub

(Note: Any chapter failing for three successive years to have a delegate at the National Convention shall be declared “inactive” by the Executive Council and may not elect members unless and until reinstated – Article 4, Section 3, Rho Chi Society Bylaws) Note that Advisors attending the National Conventions may serve as delegates in the absence of a student or non-student member delegate—Article 7, Section 7, Rho Chi Society Bylaws.

Date delegate’s name submitted to Rho Chi.: March 29, 2015

**Past year’s officers and e-mail addresses:**

President: Melissa Laub - melissa.laub@ucdenver.edu

Vice President: Ryan Fleer - ryan.fleer@ucdenver.edu

Secretary: Brett Bowman - brett.bowman@ucdenver.edu

Treasurer: Luke Delzer - luke.delzer@ucdenver.edu

Historian: Ashley Lantis - ashley.lantis@ucdenver.edu

**New officers and e-mail addresses for next academic year:**

President: Marina Maes - marina.maes@ucdenver.edu

Vice President: Phuong Bui - phuong.bui@ucdenver.edu

Secretary: Lindsay Case - lindsay.case@ucdenver.edu

Treasurer: Briana Carroll - briana.carroll@ucdenver.edu

Historian: Audra Littlewood- audra.littlewood@ucdenver.edu

Number of Rho Chi student members at college or school, listed by class year and program (and by campus if more than one campus):

* Class of 2015: 32
* Class of 2016:  32
* Class of 2017: 25

**Meetings**: Provide information on meetings held in the following tabular format (Limit 1.5 page)

**Note: If your chapter is part of a split campus, please list the meetings with campus reference under the Attendance (i.e. A, B or 1, 2 with a note to indicate the campus of reference).**

|  |  |  |  |
| --- | --- | --- | --- |
| Date | Attendance | Agenda | Action Steps |
| 8/20/2014 | 5 (Officer Meeting) | Discussed general meeting dates, officer responsibilities, upcoming events (industry panel, nuclear pharmacy tour, rotation binder), new events (tutoring, research evening, vaccine refresher, community service ideas), and Google drive information. | Set up follow-up meeting for tutoring and decided on collaboration for immunization refresher.  |
| 8/22/2014 | 7 (Officers, Dr. Rice, and Director Brunson from Office of Student Services) | Presented Tutoring Program: 4 hours 1 day every weekend, focus on student questions rather than general reviews, use current members to provide service, logistics for rooms/sign-ups.  | Approved and rolled out as presented. |
| 9/10/2014 | 17 (General meeting) | Introductions, upcoming events with dates (tutoring, residency info series #1, industry panel, residency info series #2, nuclear pharmacy tour, research opportunities session, honors presentations), items for sale, Facebook page, rotation binder, philanthropy ideas, feedback. | Approved and carried out as described. |
| 11/3/2014 | 9 (General Meeting) | Study hall feedback, upcoming events (mock interviews, research/honors series, rotation binder information, philanthropy ideas for spring semester, potentail spring events, fundraising and Facebook refreshers, general ideas/feedback.  | Approved and carried out as described |
| 2/25/2015 | 5 (Officers, Dr. Rice) | Preparatory meeting for the upcoming semester’s events.  Ideas for new faculty member induction were reviewed with Dr. Rice. | Approved.  |
|  |  |  |  |
| 2/27/2015 | 41 (General Meeting) | New members were welcomed and introduced to the concept of Rho Chi. Discussed upcoming events for the semester.  | Approved and carried out as described.  |
|  |  |  |  |
| 3/30/2015 | 33 (General Meeting)  | Provided feedback about events in the spring semester. Held officer elections for the upcoming 2015-2016 year. | Approved. New officers were sworn in at the Induction Dinner.  |
| 4/3/2015 | 5 (Officer Meeting) | All officers were present to prepare for the upcoming Induction Dinner. | Approved and carried out as described.  |
| 4/30/2015 | 11 (Officer transition meeting with Dr. Rice) | Discussed the programs initiated or continued this year, and strategized ways to improve these programs. Potential new events were also discussed with Dr. Rice.  | Discussed ideas with Dr. Rice. All ideas were supported.  |

**Strategic Planning**: What goals were set that relate to the Rho Chi mission? (Limit 0.5 page)

Rho Chi members are called to be academic leaders in pharmacy. As such, three of our new events were highly focused on pharmacy education and providing assistance to those requiring additional assistance in didactic pharmacy courses. The Immunization Refresher course was initiated to provide upperclassmen with updated information about vaccinations routinely administered by pharmacists. The Tutoring Program was started in the Fall semester and was designed to allow pharmacy students to bring any questions they had to Rho Chi members for further instruction and assistance. Members also participated in the Residency Information Series. Two events allowed pharmacy students to be provided with an overview of the pharmacy residency application process, and to obtain interviewing tips when applying for residencies. The series culminated with a mock interview session, allowing P4 students to practice interviewing with local residency program directors, while also allowing P1-P3 students the opportunity to be interviewed by P3 class leadership.  Three other events were continued from years past, as they also focused on promoting academic leadership in pharmacy. The Industry Panel provided an informational session regarding pharmaceutical industry, and the career path regarding pursuit of fellowship opportunities in pharmacy. The Cardinal Health Nuclear Pharmacy Tour was opened up to all students of the School of Pharmacy, such that students would be able to glimpse another potential career path available to pharmacy graduates. Students were also able to attend the IV Prep Course, which provided a basic review of how to compound and prepare intravenous medications routinely available in the hospital setting.

**Activities**: This section is usually the primary focus of the report. The chapter reports should contain detailed descriptions of all activities developed and conducted to further the society’s mission (See Appendix 1 for Chapter Activities Report Template). (For split campuses, please reference the activities by campus.) It may contain a combination of activities within the college and/or university as well as activities that provide outreach outside the academic community. School-wide events that provide evidence of intellectual leadership (e.g., a sponsored lecture, symposium, poster session, etc.) may be included. Service activities for non-members such as tutoring may be included. It is recommended that students also provide at least one community service activity outside of the academic institution (e.g., volunteering at a long-term care facility, providing health information to patients/citizens in the community, etc.) provided that it is consistent with the mission of the Rho Chi Society. The description must include whether these activities are on-going (if so, for how long) or are new initiatives. (Limit 1500 words)

1. Orientation week- August
	1. Sold mugs, reusable bags, and T-shirts.
	2. Informed in-coming students about Rho Chi and how to achieve membership.
	3. Promoted the missions of Rho Chi and encouraged students to perform well academically.
2. Pharmaceutical Industry Panel- September *(6th year)*
	1. Representatives from Allergan, Genentech, and Rutgers were present
	2. This event provides an opportunity for younger students to find out more about industry and for P4s to see what types of careers are available as they consider their next steps after graduation.
	3. This is held during the week of the career fair to encourage students to attend and obtain more information about industry, which is not promoted often at our school
	4. Dinner is provided and networking is encouraged at the career fair held the next day.
3. Immunization Refresher Course - September *(new initiative)*
	1. Hosted along with APhA-ASP and SNPhA
	2. Provided education to students prior to flu season. It was open to all P2s and P3s to help refresh common vaccine information likely to be seen in upcoming health fairs and in community sites.
	3. A community PGY1 resident presented and was available to answer questions as well.
	4. Students are able to pass their knowledge on to other students at health fairs as leaders.
4. Nuclear Pharmacy Tour - October *(2nd year)*
	1. Took place at a local Cardinal Health Nuclear Pharmacy.
	2. Provided more insight to this specialized area of pharmacy.
	3. Specific highlights included PET isotope manufacturing and the alpha pharmacy. Colorado has a unique facility, and this is a great opportunity to highlight alternative pharmacy career options.
	4. We were able to open the tour up to all students, and had a great turnout.
5. Residency Information/Preparation Series- October *(new initiative)*
	1. Collaboration with school chapters of ACCP, ASHP, and PLS. This was a month-long series offering great information to all levels of students. We were able to provide overviews to P1 and P2 students, and more focused sessions to P3 and P4 students.
	2. First session:  Interview Tips for how to perform a successful interview. Guest speaker was a faculty member and current residency director.
	3. Second session: Mock interviews, during which P4s were able to practice in an interview environment with local residency directors volunteering their time.  P1s-P3s were able to practice with members who volunteered.  This was intended for residency interviews as well as job interviews.  It was open only to organizational members. The first half of the event was an open dinner followed by staggered interviews.
	4. Third session:  Residency Overview Session held by faculty guest speakers. It was targeted towards P1s-P2s but was open to all students.
	5. Fourth session:  Residency/Midyear Preparation to inform P3s/P4s about preparing for Midyear.  Held by faculty guest speakers
6. Research Information Series- November *(new initiative)*
	1. Collaboration with ACCP.
	2. First session: Informational session about student research opportunities and fellowship opportunities was held during lunch with the director of the honors research program and a fellowship-trained faculty member. This allowed for students to become connected with potential research advisors.
	3. Second session: Students currently in the honors research program were able to present their completed projects or projects in progress. This was open to all students.
7. IV Prep Refresher Course - January *(2nd year)*
	1. Overview of IV preparation techniques hosted by P4 Rho Chi Member.
	2. Supplies were available to practice various techniques.  This was open to all students.
8. Initiation Dinner - April (see section “Initiation Function”)
9. Drug Take-Back Day - April *(new initiative)*
	1. Partnered with School of Pharmacy, NCPA and APhA-ASP chapters, and campus police to collect unused and expired medications from community members. This was a positive experience and provided a useful resource for community members, as the DEA has stopped providing national drug take back days.
	2. We collected approximately 600 pounds of medications.
10. Rho Chi Tutoring Program - on-going *(new initiative)*
	1. Tutoring offered 1 day a week for 2 ½ hours by Rho Chi members.
	2. Provided students time to get questions answered in all subject areas as well as allowed members opportunities to give back to their peers.
11. Rotation Binder - on-going *(2nd year)*
12. P4s/P3s submit information about their APPEs/IPPEs to inform Rho Chi members about location, typical duties, and pros/cons of the rotation.

**Financial/ Budgeting**: Provide information on how your budget was determined and approved and how it supported your chapter’s activities. Include information on fund-raising that was conducted to meet this budget. (Limit 250 words) (See Appendix 2 for Budget Example Template.) (For split campuses, please reference the budget items by campus.)

Additional fundraising was not mandatory for operation of our chapter of the society this year. Student dues have been approved at $90.00 for a lifetime in order to submit national dues, purchase graduation cords and pins, and to offset meeting costs. Meetings consisted of food at a cost of around $100 or less depending on meeting turnout. Fundraising involved merchandise sales from previous years but profits were minimal at only $20 of items sold. This is currently being improved upon by accepting credit card payments. Tours and IV prep course materials were provided for free or donated. Reimbursement from our University through our Dean’s Fund allowed for our chapter’s induction dinner and meeting costs as well. The cost of the ceremony was offset by charging non-members and members who were not being inducted a price of $45 and $10, respectively. Reimbursement from last year’s Dean’s Fund was $2,911.00. Our combined spending, not including national dues or graduation cord purchases, prior to reimbursement was $3,441.57. This cost was balanced by offsetting ceremony payments as discussed above and minimal merchandise sales.

**Initiation Function**: Describe the initiation function, including when and where it took place, who attended it (not specific names), information on the speaker (if applicable), etc. (Limit 250 words)

The Rho Chi Initiation Banquet took place on April 17, 2015 at the Double Tree Hotel in Aurora, CO. Approximately 70 guests were in attendance, including new initiates along with their family and friends, current members, and faculty. The event included a cocktail hour, catered dinner and dessert, guest speaker, and time for fellowship.

The speaker was Dr. Kate Jeffers, PharmD, BCOP.  Dr. Jeffers is an Ambulatory Oncology Clinical Pharmacy Specialist at the University of Colorado Health – Memorial Hospital. Additionally, she is a Clinical Assistant Professor with the University of Colorado Skaggs School of Pharmacy and Pharmaceutical Sciences. She received her Doctor of Pharmacy degree from University of Maryland School of Pharmacy in 2011 at which time she went on to complete a PGY1 Pharmacy Practice Residency and PGY2 Oncology Residency, both at The Johns Hopkins Hospital. She is currently pursuing her Masters in Health Care Administration with a specialization in Health Care Leadership through Capella University. She has been active in pharmacy organizations throughout her career. She served as the resident appointee to the ASHP Commission on Credentialing during residency and went on to become a New Practitioners Forum Advisory Group member, chair, and will serve on the Executive Committee for the 2015– 2016 term.

**Evaluation/Reflection**: Provide a reflective paragraph that evaluates the effectiveness of your activities and ways to improve. (Limit 500 words)

Overall, activities were implemented successfully throughout the course of the academic year. We expanded many of our programs to include non-member students. We also collaborated with other clubs to promote the ideals to Rho Chi through residency, fellowship, and research sessions. Many of the events from previous years were continued and we initiated several more. Additionally, we invited students from the other local pharmacy school, Regis, to our industry event.

One area for improvement would be the manner in which the tutoring program is administered to students. At the beginning of the Spring semester, the Tutoring Program was moved from weekends to one weekday evening during the week based on responses to a survey submitted by Rho Chi members involved in the tutoring program. Attendance continued to be low, however; many weeks few to no students were present requiring assistance. As such, the program could be moved to a more convenient time during the afternoon when more students are on campus. Additionally, it could be advertised to incoming students during orientation week, as this is the most likely target population that may require academic reinforcement. A final survey was provided to members involved in the tutoring program, and the officer team for next year will be able to utilize the information provided on the survey to decide how to further improve the tutoring program. We hope to provide targeted tutoring sessions, such as time management skills, pharmaceutics calculation assistance, etc. in the upcoming year to reach a broader audience.

**Other information**: If you would like to provide other information about your chapter that was not included in the above categories (e.g., development of a new website, organizing a regional meeting, etc.), add it here: (Limit 500 words)

This year we developed a Facebook page to keep members up-to-date with current events/meetings.  The page was also was utilized to post photos of initiates at the Initiation Dinner and photos of other events held throughout the year to better promote involvement in our chapter. We have recently developed a Google drive account to facilitate smoother officer transitions in the future.

**If your chapter would like to be considered for the Most Improved Chapter Award, please complete the following form on a separate page.**

Most Improved Chapter Award

Some chapters have been relatively inactive in past years, but current students/advisors have made great strides to increase the activities/projects of their chapters. Rho Chi has instituted a designation for the “Most Improved Chapter Award” to recognize such strides. In order to be eligible for this award, a chapter must meet all the basic chapter requirements requested within the chapter annual report. Furthermore, the chapter annual report, names of elected officers, and the name of the chapter delegate to the Rho Chi Society National Office must be submitted to the Rho Chi National Office by the respective deadlines for each of these items. The chapter must send a representative to the Rho Chi Society Annual Meeting. In addition, chapters must have “active” chapter status for at least 2 consecutive years (e.g., new schools must be in at least the third year of chapter activity).

If your chapter would like to be considered for the “Most Improved Chapter Award,” indicate the significant improvement(s) of your chapter below. Limit to one page.

Name of School/College: University of Colorado Skaggs School of Pharmacy and Pharmaceutical Sciences

Chapter name and region: Alpha Theta – Region VIII

Name of member submitting statement: Melissa Laub

Name of Chapter Advisor: Peter Rice

I believe the Alpha Theta chapter of Rho Chi should be considered for the most improved chapter award for the 2014-2015 year due to the expansion of our activities, offering of new resources to students, and increased collaboration with other organizations. We continued a majority of the previous years’ events and initiated nine new programs.

One of these new programs was the Rho Chi Study Hall, which our chapter has never done before. Although this tutoring program is still in its growing stage, we hope that more students attend next year as we promote it to be more well-known on campus, find a convenient time for new students, and encourage new P1s to attend. Two of the other highlights of our activities this year were the residency and research series. Both of these programs were in collaboration with several other organizations on campus. We have also been in contact with the new Rho Chi chapter at Regis University and look forward to future collaborations. This is a change from events in previous that were mainly hosted solely by the Alpha Theta Rho Chi chapter. Collaborating is important, as it allows us to reach a broader audience of students while promoting the ideals of the society. These series fostered intellectual excellence and the advancement of pharmacy by promoting post-graduate training and emphasizing the importance of scientific discovery in pharmacy. We have also grown our chapter’s technological savvy through creating a Facebook page, shared Google Drive, digital payment program, and joint e-mail address. All of these advancements will allow smoother transitions in the future and make processes more efficient.

As academic leaders, it is important for Rho Chi chapters to have a presence on our campuses in variety of areas. I was proud to hear from several non-members that they were surprised by the number of activities hosted by our chapter this year, and I hope that the hard work of our students can be recognized through this award.

**Appendix 1**

**Chapter Activities Report Template**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Category of Activity | Title of Activity | Brief Description | How Does This Activity Align With the Rho Chi Mission Statement? | Years? | If Activity has Been Ongoing for >1 Year, What Evaluations Have Been Done? | Members ? | Non-members? | Financial Information for the Activity  |
| Intellectual Leadership Activities  | Rho Chi Study Hall | Open tutoring hours hosted one day a week by members. | Contributed to the development of intellectual leaders.  Maintained ethical standards of academic integrity. | First year | N/A | 30 | 5 | Time donated by our members |
|  | Pharmaceutical Industry Panel | This provided an opportunity for students to learn about industry pharmacy positions. | Foster collaboration as this was open to Regis students, stimulates critical inquiry to advance the practice. | 6 | Discussed event with previous officers and guest speakers to find areas for improvement.  | 8 | 16 | Panera Bread catering paid for the companies presenting |
|  | Immunization Refresher Course | Refresher course to review immunization techniques/recommendations prior to flu clinic season | Collaboration.  Encouraged/recognized intellectual achievement.  | First year | N/A | 3 | 15 | Speaker donated her time. |
|  | Nuclear Pharmacy Tour | Students were led on a tour of a nuclear pharmacy at Cardinal Health | Stimulates critical inquiry to advance practice by exposing students to a unique field.  | 2 | Based on low attendance last year, we opened the event to all students and were able to expand to two tours. | 20 | 15 | Pharmacists volunteered their time to lead tours |
|  | Interview Preparation Tips | Co-hosted with ACCP, PLS, and CSSHP.  An overview of the interview process, tips, and answers to questions were provided. | Fosters collaboration and contributes to the development of intellectual leaders by providing information to be successful in interviews.  | First year | N/A | 13 | 28 | Guest speaker donated his time. |
|  | Mock Interviews | Co-hosted with ACCP, PLS, and CSSHP.  P4s interviewed with residency directors and P1s-P3s interviewed with students.  | Fosters collaboration, contributes to the development of intellectual leaders, and allowed for fellowship. | First year | N/A | 15 | 23 | A majority of costs were covered by ASHP affilicate. |
|  | Residency Overview Session | Co-hosted with ACCP, CSSHP, PLS.  Provided a general overview of residencies and opportunities for questions.   | Foster collaboration and stimulates critical inquiry by introducing students into the residency process. | First year | N/A | 6 | 113 | N/A |
|  | Residency/ Midyear Preparation Session | Co-hosted with ACCP, PLS, and CSSHP.  Faculty/residency directors answered students’ questions about the match/scramble, midyear, and other questions. | Fosters collaboration, stimulates critical inquiry to advance the practice by providing students more information about advancing their training. | First year | N/A | 22 | 48 | Speakers donated their time. |
|  | Research and Fellowship Information Session | Co-hosted with ACCP, introduced honors research program as well fellowships.  Highlighted the importance of research in pharmacy.  Open to all students. | Contributes to the development of intellectual leaders and stimulates critical inquiry to advance pharmacy by exposing students to the importance of research. | First year | N/A | 5 | 34 | Faculty speakers donated their time. |
|  | Honors Research Presentations | Co-hosted with ACCP, allowed students an opportunity to present their honors research projects. | Encouraged and recognized intellectual achievement by allowing students to present their research.   | First year | N/A | 4 | 18 | N/A |
|  | IV Prep Refresher Course | Former Rho Chi officer presented a review of the IV room and various procedures for sterile compounding.   | Contributed to the development of intellectual leaders. | 2 | Student feedback was very positive for the speaker, and he was requested again.   | 7 | 3 | Supplies are donated from the compounding lab. |
|  | Rotation Binder  | Summary from current members on rotation to provide information to aid students when ranking APPE sites.  Available only to members. | Stimulates critical inquiry and contributes to the development of future leaders by allowing access to information to help students optimize rotations. | 2 | We were able to add P3 input to the binder as well. | 10 | 0 | N/A |
| College of Pharmacy Events  | Orientation Week | Sold bags, mugs, t-shirts and promoted the organization to new P1s. Provided information to about the missions of Rho Chi. | Encourages intellectual achievement through promoting our chapter. | Always | Evaluate new ways to distinguish ourselves from the others that are also present during this week | 3 | Entire P1 class (160 students) | N/A |
|  | Induction Dinner | Dinner was provided to new initiates, their guests, returning members, and faculty members.  Guest Speaker was also an honorary inductee.   | Fosters collaboration.  Recognizes intellectual achievement. | 2nd year at this location | Based on costs, familiarity, and member feedback from 2014, this location was decided to be used again. | 50 | 20 | $ 2638.52 final payment |
| Patient Outreach Events/ Community Service | Drug take-back day | Collect unused medications from the community. | Promotes collaboration and highest ethical standards by providing services to the community education of patients. | First year | N/A | 7 | 60 | Expenses were covered by campus police department |
| Fundraising Events | Rho Chi Merchandise Sales  | Sold Rho Chi coffee mugs, shirts, and bags at general meetings and orientation. | Sale of merchandise promotes awareness of the society. | Always | Due to low sales of merchandise, we have initiated a digital payment program.  | 1-2  | 10 | Merchandise passed on from previous years.  |

**Appendix 2**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **ITEM** | **Amount Debited     ($$ spent)** | **Amount Credited   ($$ raised)** | **Balance** | **Comment** |
| **Balance forward (as of 05/21/2014)** | **N/A** | **$2,424.62** | **$2,24.62** | **Balance from last year** |
| **Department reimbursement for induction ceremony and food for 2014 (09/10/14)** | **N/A** | **$2911.00** | **$5,335.62** | **Reimbursed cost for ceremony/food for meeting with all members** |
| **Provided food for first meeting of academic year (09/10/2014)** | **$107.30** | **N/A** | **$5,228.32** | **17 students attended meeting. Provided sandwiches.** |
| **Account analysis service charge (10/15/2014)** | **$4.00** | **N/A** | **$5,224.32** | **Required yearly account analysis for US Bank accounts** |
| **Provided food for second meeting of academic year (11/03/2014)** | **$39.03** | **N/A** | **$5,185.29** | **9 students attended. Provided sandwiches.** |
| **Payment for National Rho Chi registration for new inductees (11/20/2014)** | **$2,665.00** | **N/A** | **$2,520.29** | **Yearly registry of 2014 inductees submitted by chapter advisor.** |
| **Provided food for third meeting of academic year (02/27/2015)** | **$100.68** | **N/A** | **$2,419.61** | **41 students attended meeting. Provided sandwiches.** |
| **Deposit for 2015 Induction Ceremony****(03/06/2015)** | **$500.00** | **N/A** | **$1,919.61** | **Initial deposit for Double Tree Hotel for ceremony.** |
| **Payment for Rho Chi cords for graduating class (03/25/2015)** | **$437.50** | **N/A** | **$1,482.11** | **Ordered 30 cords from Rho Chi national** |
| **Provided food for fourth meeting of academic year (03/30/2015)\*\*** | **$52.04** | **N/A** | **$1,534.15** | **33 students attended meeting provided pizza.** |
| **Dues for new inductees and payments for induction dinner (04/06/2015)** | **N/A** |  **$4,195.00** | **$5,729.15** | **Combined deposit for dues, ceremony tickets, and one sold Rho Chi coffee mug for $10 included in this deposit.** |
| **Final payment for 2015 induction ceremony (04/10/2015)** | **$2,638.52** |  **N/A** | **$3,090.63** | **69 members attended the ceremony at the Double Tree Hotel.** |
| **Deposit for remaining/ late ceremony payments\*\*** | **N/A** | **$280.00** | **$3,370.63** | **Remaining payments for members attending induction ceremony.** |