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.

Date of report submission: May 8th, 2015

Name of School/College: The University of Toledo

Chapter name and region: Beta Eta; Region IV - East - Mid-Eastern

Chapter advisor’s name and e-mail address: Aaron J. Lengel; [aaron.lengel@utoledo.edu](mailto:aaron.lengel@utoledo.edu)

(If chapter has a co-advisor, please list name and email address): Kimberly A. Schmude; Kimberly.Schmude@utoledo.edu

Delegate who attended the Rho Chi Annual Meeting: Kaylee Wentworth

(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.:

September 24th, 2014

Past year’s officers and e-mail addresses:

President: Jonathan H. Bachna; Jon.Bachna@utoledo.edu

Vice President: Michael J. Czupryn; Michael.Czupryn@rockets.utoledo.edu

Secretary: Kaylee M. Wentworth; Kaylee.Wentworth@rockets.utoledo.edu

Treasurer: Benjamin A. Pontefract; Benjamin.Pontefract@rockets.utoledo.edu

Historian: Kelly J. Gaffney; Kelly.Gaffney@rockets.utoledo.edu

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

Not yet elected (election expected ~September 30th, 2015)

President:

Vice President:

Secretary:

Treasurer:

Historian:

Number of Rho Chi student members at college or school, listed by class year and program (and by campus if more than one campus): 13 P3 PharmD Students; 1 Ph.D. Student in Medicinal Chemistry

**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 |
| 9/24 | 13/14 | -Elect New Executive Board  -Begin Discussion of Yearly Project | -Elections held and new eBoard selected  -New eBoard given contact information for Rho Chi accounts and contact established with previous eBoard  -Jon Bachna- come up with ideas for Yearly Project  -Kelly Gaffney- obtain pictures of new Rho Chi group |
| 04/08 | 13/14 | -Discuss Updating Rho Chi Display Board on Main Campus and Health Science Campus  -Decide on Yearly Project and Delegate Who Will Be Doing What | -Project Chosen- 4 Practice Chemotherapy exams will be put together for next year's P3 students  -Jon Bachna- update Main Campus board with new pictures  -Michael Czupryn- update Health Science Campus board with new pictures  -All- write 5 questions on chosen topic from chemotherapy and submit to Jon Bachna by 5/1/15 |
| 05/01 | 5/5 (eBoard) | -Put Together Chemotherapy Practice Exams  -Discuss Distribution of Practice Exams  -File Annual Rho Chi Report | -Jon: collect questions and put together exams  -Ben: write treasury section of report  -Kelly: summarize banquet and speaker info  -Jon/Michael: finish remaining parts of report and put together |

**Strategic Planning**: Our major goals this year were to not only leave behind something that would benefit those behind us, but also to constantly demonstrate leadership and unity to those around us. In years past, efforts were focused on helping the class behind us with infectious disease by creating practice exams and leading review sessions; however, some of our leadership already were involved in this and we wanted to contribute something different that would be more helpful. Our ideal message was to foster the idea that the University of Toledo College of Pharmacy and Pharmaceutical Sciences should operate as one, with the upper classmen helping the lower classmen grow in any way possible. Prior to this year, each pharmacy class seemed divided from class to class and we wanted them to feel comfortable not only reaching out to us, but to continue to reach out to those behind them when we move on.

**Activities**: The major project we pursued this year was tutoring responsibilities for the class behind us. This initiative has been ongoing for decades. However, this project has traditionally involved tutoring sessions for infectious disease, which is taken in the Spring. This responsibility was already completed of our President and Vice President through another campus organization. So instead, we decided to write practice exams for when the class behind us takes a class on Cancer/Chemotherapy next fall. This class has typically been a sticking point for many students and we thought they would yield the most benefit from extra help in this area. The way the project was undertaken was to divide up by topic and shoot for 75 questions divided into three 25-question exams. Each member started by writing 5 questions and the leftovers were split between the board and any Rho Chi member volunteers. The exams were then assembled and will be electronically distributed to all the students in the class next year around the time of each exam. We also encourage them to email any of us if they need extra help in a given area.

The minor project we completed this year is updating the Rho Chi display cases on both campuses. These display cases are a big advertisement for our society and have traditionally pushed young students to work harder to gain membership. These boards had not been updated for six years and we believed this was a very minor change that could be easily completed for a large amount of benefit. Our Historian gathered pictures, information, and graphics and our President and Vice President re-configured the boards to display the current membership and goals of our organization on both Main Campus and the Health Science Campus.

**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.)

|  |  |
| --- | --- |
| Savings Total: | $810.61 |
| Checking Total: | $93.83 |
| ***Total:*** | ***904.44*** |
| 534 | 9/25/13 | Initiation dues & banquet |  | $1,040.00 |  | $59.43 |
|  | 8/27/14 | Deposit, Initiation dues (11 students $90ea, Dean $60, and 1 alumni $35 |  |  | $1,085.00 | $1,144.43 |
|  | 8/28/14 | Deposit, Initiation dues (3 students) |  |  | $270.00 | $1,414.43 |
|  | 8/28/14 | March Madness Cash from Edgar |  |  | $130.00 | $1,544.43 |
|  | 8/29/14 | Banquet checks and cash |  |  | $280.00 | $1,824.43 |
| 535 | 8/29/14 | Voided check |  |  | $0.00 | $1,824.43 |
| 536 | 8/29/14 | Mancy's Italian (Banquet) |  | $855.60 |  | $968.83 |
|  | 9/16/14 | Dinner reimbursement |  |  | $35.00 | $1,003.83 |
| 537 | 10/14/14 | Initiation dues |  | $910.00 |  | $93.83 |

**Initiation Function**: This year’s Rho Chi members were initiated on August 29th at Mancy’s Italian Restaurant.  In attendance were current Rho Chi members, professors and administration from our College of Pharmacy and Pharmaceutical Sciences, new members, and guests. The Key Note Speaker of the evening was Dr. Steven Martin, the University of Toledo’s former Chairman of the Department of Pharmacy Practice and current Dean of the Raabe College of Pharmacy at Ohio Northern University. Dr. Martin shared with those in attendance his personal experience with leadership, his many failures, and how he has grown in spite of them.  After a delicious meal and moving message, the newest members of Rho Chi were initiated and the evening came to a close.

**Evaluation/Reflection**: We think overall we did a good job of conveying our message of unity. Many times throughout the year the class behind us reached out to the current members of Rho Chi for questions about classes, scheduling, and even life. The fact that they felt comfortable enough to not just send emails, but to even come and meet us in person was very encouraging. The amount of appreciation expressed was more than we expected, and it definitely showed us our efforts were working. It will take time though to assess if our efforts will be continued from year to year by those behind us, or if our practice exams will be well received. Many of us will be around on rotations next year to assess this, but we would describe the probable outcome as promising. Where we think we could have done a better job is with fundraising. There was some effort to get a fundraiser together, but with the busy schedules of all of our members the plans never came to fruition. However, we also did not spend unnecessarily which was a positive. When the new board is elected we will be sure to discuss this issue and push them to get something going earlier than we did. Overall, we would say it was a successful year for Rho Chi with everyone contributing to the success.

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:

Chapter name and region:

Name of member submitting statement:

Name of Chapter Advisor:

**Appendix 1**

**Chapter Activities Report Template**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| [Beta Eta, The University of Toledo] Activity Table | | | | | | | |  |
| Category of Activity | Title of Activity | Brief Description | How Does This Activity Align With the Rho Chi Mission Statement? | Years the Activity has Been Ongoing? | If Activity has Been Ongoing for >1 Year, What Evaluations Have Been Done to Assess the Success of the Activity and What Improvements Have Been Done Over the Past Year? | How Many Members Participated in the Activity? | How Many Students (non-members) and/or Patients were impacted by the Activity? | Financial Information for the Activity [Budget Required, Fundraising Amount] |
| Intellectual Leadership Activities (i.e., tutoring, sponsored lectures, poster sessions, etc.) | Chemotherapy Practice Exams | -Rho Chi members wrote four 25 question practice exams to be distributed to next years students | -This not only fosters collaboration between the pharmacy classes but also contributes to the learning and understanding of younger students. | 1 year | n/a | 13 | 75-85 | $0 Required; $0 Raised |
| College of Pharmacy Events [non-academic, non-patient outreach] | - | - | - | - | - | - | - | - |
| Patient Outreach Events/ Community Service | - | - | - | - | - | - | - | - |
| Fundraising Events | - | - | - | - | - | - | - | - |

Appendix 2

Rho Chi Chapter Annual Report Template and Example.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **ITEM** | **Amount Debited ($$ spent)** | **Amount Credited ($$ raised)** | **Balance** | **Comment** |
|  |  |  |  |  |
| **Example** |  |  |  |  |
| **Balance forward** |  | **$1,483.00** | **$1,483.00** | **Balance from last year** |
| **Sold Therapeutic Drug Cards** |  | **$250.00** | **$1,733.00** | **Sold 53 sets** |
| **Pizza / Soda for residency info program/panel discussion** | **$123.00** |  | **$1,610.00** | **37 students attended with current residents and 4 faculty** |
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