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 01, 2016

Name of School/College: University of Arkansas for Medical Sciences College of Pharmacy

Chapter name and region: Beta Iota Chapter, Region VI

Chapter advisor’s name and e-mail address: Amy Franks (afranks@uams.edu)

(If chapter has a co-advisor, please list name and email address):

For split campuses, please list advisor and email address for each campus, if applicable:

Delegate who attended the Rho Chi Annual Meeting: Taylor James (delegate), Lexis Atkinson (alternate)

(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.: January 30, 2016

Past year’s officers and e-mail addresses:

President Alexandra Lomax (alomax@uams.edu)

Vice-President Hannah Rabon (herabon@uams.edu)

Secretary Taylor James (tstanford@uams.edu)

Treasurer Sarah Thatcher (sthatcher@uams.edu)

Historian William Hawes (whawes@uams.edu)

Service Chair Morgan VanVeckhoven (mvanveckhoven@uams.edu)

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)

President Sarah Bishop (sbishop2@uams.edu)

Vice-President Caleb McMinn (cmcminn@uams.edu)

Secretary Megan Gardner (mgardner4@uams.edu)

Treasurer Rachel McConnell (rcmcconnell@uams.edu)

Historian Kayleigh Angleton (kangleton@uams.edu)

Service Chair Jordan Petrus (jpetrus@uams.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 2016: Little Rock Campus –20, Northwest Campus - 5

Class of 2017: Little Rock Campus –20, Northwest Campus - 4

Class of 2018: Little Rock Campus –15

**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 |
| 9-16-15 | 12 | Elect new members  Plan chapter activities | Nominated and elected new members according to academic and professional achievement.  Discussed plans for fundraising and service projects for the fall semester.  Discussed responsibilities for the Induction Ceremony. |
| 11-14-15 | 100 | Beta Iota Annual Rho Chi Banquet was held at Fellowship Bible Church. | New members were inducted during the traditional ceremony, followed by a formal dinner. The keynote speaker for the evening was Dr. Gene Graves, Pharm D. |
| 4-11-16 | 30 | Elect next year’s officers and recap the year. Discussed plans for next year, specifically fundraising. | New officers plan to meet together to go over their goals for next year. Members encouraged to come up with new fundraising ideas. |

**Strategic Planning**:

The Rho Chi Beta Iota Chapter works to share our knowledge with other healthcare professionals and the community. By actively participating in scholarship, research, and service, Our Chapter has been successful in reaching our goals and we will strive to continue this tradition.

**Activities**:

Our chapter focused our fundraising efforts toward supporting the endowment of our first Rho Chi Scholarship in the amount of $1,000. Endowment funds were raised through a bake sale. Upon submission of the report, just under $12,000 dollars for the scholarship’s fund has been raised.

The chapter continued to organize and oversee the election process for the UAMS College of Pharmacy Teacher of the Year. The chapter President worked in conjunction with individual Class Presidents to get nominations from the first, second, and third year classes. The student body then participated in an electronic survey to cast their vote. The recipient, Dr. Melanie Reinhardt, was presented with a plaque at the annual awards luncheon.

The chapter continued the tradition of purchasing cords for Rho Chi members to wear during the convocation and graduation ceremonies.

Chapter members also participated in many health fairs, free health clinics and screenings throughout the year. Members were involved in peer tutoring and research as well.

**Financial/ Budgeting**:

The Beta Iota chapter of Rho Chi receives funds from several sources. To support the initiation banquet, we sell dinner tickets to all who wish to attend, including family and friends of the new initiates, faculty members, and current chapter members. Members organized a bake sale that raised around $250 for operating funds.

**Initiation Function**:

The Beta Iota 2015 Rho Chi Annual Banquet was held on November 13th, 2015, at Fellowship Bible Church in Little Rock, AR. The ceremony included 28 new student initiates. Approximately 100 guests attended the banquet including Rho Chi officers, faculty, initiates and their guests. The keynote speaker was Dr. Gene Graves, PharmD, who owns a manufacturing pharmacy and is a graduate of the UAMS College of Pharmacy.

**Evaluation/Reflection**:

Our chapter continued to be involved on campus by supporting and joining with other organizations. Many of our members became peer tutors to continue to be involved academically in the college. Our goal is to increase our service endeavors in the future years, and to continue to support fellow students.

**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)

**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:

Chapter name and region:

Name of member submitting statement:

Name of Chapter Advisor:

**Appendix 1**

**Chapter Activities Report Template**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Beta Iota Chapter, University of Arkansas for Medical Sciences (UAMS) College of Pharmacy Activity Table | | | | | | | |  |
| Category of Activity1 | Title of Activity | Brief Description2 | 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.) | Peer tutoring | Members tutored peers in various courses. | Promotes leadership and academic achievement. | 5+ | Peer tutoring has become less structured to allow for individual learning styles. | 6 members |  | none |
|  | Poster Presentations | Members presented posters at local and national meetings. | Promotes leadership and academic achievement. | 10+ | Presenting research is highly encouraged by faculty; with pharmacy students outnumber other colleges on presentation day. | 14 members |  | none |
| College of Pharmacy Events [non-academic, non-patient outreach] | Teacher of the Year Award | Facilitated nomination & selection of Teacher of the Year award from student body | Recognizes faculty who has contributed most to intellectual development of students | 20+ | None | All members | 360 students were invited to nominate and vote for recipient | none |
| Patient Outreach Events/ Community Service |  |  |  |  |  |  |  |  |
| Fundraising Events | Rho Chi Bake Sale | Sold baked goods to students, staff, & faculty | Raises funds for chapter activities & scholarship endowment | 5+ years | This year more organizations held bake sales. We are currently identifying new fundraiser ideas. | 30 members |  | Raised approximately $250. |

Guidelines:

1. For each activity within a category use a separate line in the table (you may add more lines as you see fit)
2. Keep your descriptions of each activity brief limiting overall table to 3 pages or less.

Appendix 2

Rho Chi Chapter Annual Report Template and Example.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **ITEM** | **Amount Debited ($$ spent)** | **Amount Credited ($$ raised)** | **Balance** | **Comment** |
|  |  |  |  |  |
| Balance forward |  |  | $978.27 | Balance from 2014-15 year |
| New Members’ dues payments |  | 1950.00 | 2928.27 |  |
| Dues payment to Nat’l Office | 1950.00 |  | 978.27 |  |
| Donations |  | 410.00 | 1388.27 |  |
| \*Student Activities allocation (COP) |  | 1400 | 2788.27 |  |
| Induction Banquet ticket sales |  | 2100.00 | 4888.27 | 60 tickets @ $35 each |
| Induction Banquet expenses | 3393.42 |  | 1494.85 | Catering, rental, supplies |
| Misc. bank fee | 6.00 |  | 1488.85 |  |
| Proceeds from bake sale |  | 114.00 | 1602.85 |  |
| Purchase of Rho Chi Honor Cords | 312.50 |  | $1290.35 | 25 sets of honor cords @ $12.50 each  Ending balance for 2015-16 |
|  |  |  |  |  |
|  |  |  |  |  |

\*Note: Our chapter’s allocation from our College’s student activities fund is $1,400. The full amount of this allocation is applied to the expenses for the induction banquet.