Annual Chapter Report – 2016-2017

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: 03/15/2017

**Name of School/College:** St. Louis College of Pharmacy

**Chapter name and region:** Beta Kappa Chapter

**Chapter advisor’s name and e-mail address:** Dr. Amie Brooks ([amie.brooks@stlcop.edu](mailto:amie.brooks@stlcop.edu)), Dr. Zachary Stacy ([zachary.stacy@stlcop.edu](mailto:zachary.stacy@stlcop.edu)), and Dr. Margaret Weck ([margaret.weck@stlcop.edu](mailto:margaret.weck@stlcop.edu))

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

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

**Delegate who attended the Rho Chi Annual Meeting:** Jessica Vorwaldt and Joanna Huang

(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.:** 03/17/2017

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

President: Karli Kurwicki ([karli.kurwicki@stlcop.edu](mailto:karli.kurwicki@stlcop.edu))

Vice President: Kayla Braswell ([kayla.braswell@stlcop.edu](mailto:kayla.braswell@stlcop.edu))

Secretary: Joanna Huang ([joanna.huang@stlcop.edu](mailto:joanna.huang@stlcop.edu))

Treasurer: Alicia Yn ([alicia.yn@stlcop.edu](mailto:alicia.yn@stlcop.edu))

Historian: Jessie Um ([Jessie.um@stlcop.edu](mailto:Jessie.um@stlcop.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: Kirsten Robles ([kirsten.robles@stlcop.edu](mailto:kirsten.robles@stlcop.edu))

Vice President: Jaclyn Hopp ([jaclyn.hopp@stlcop.edu](mailto:jaclyn.hopp@stlcop.edu))

Secretary: Brooke Lucas ([brooke.lucas@stlcop.edu](mailto:brooke.lucas@stlcop.edu))

Treasurer: Carly Guay ([carly.guay@stlcop.edu](mailto:carly.guay@stlcop.edu))

Historian: Janki Patel ([janki.patel@stlcop.edu](mailto:janki.patel@stlcop.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):**

P4 Rho Chi Members: 49

P3 Rho Chi Members: 47

P2 Rho Chi Members: 35

**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 |
| 9/1/16 | Officers | Plan for the semester | Made a timeline of what needed to be accomplished and delegated tasks to officers |
| 9/22/16 | General Body | Events happening this semester | Members were updated about when our fall speaker would be, committee sign-ups for trivia night, registering as an active member through STLCOP |
| 1/31/17 | Officers | Plan for the semester | Delegated tasks to officers |
| 2/23/17 | General Body | New initiates and Trivia Night | Ratified the list of new initiates and made sure all committees were on track for trivia night |
| 4/25/17 | General Body | Election Meeting | New officers for 2017-2018 were elected |

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

This year, our Rho Chi chapter set three goals that related to Rho Chi’s mission. These goals include building leadership skills, encouraging our members to think about our role as future pharmacists, and supporting academic achievement. We encourage our members to strengthen their leadership skills by providing an opportunity to serve as an executive member or as a delegate for Rho Chi’s annual meeting. We also provide our members ways to help plan our annual Trivia Night. Each member is expected to be apart of a committee, such as food, prize, or donation committee. Another goal of our Rho Chi chapter is showing members and other students how pharmacists can impact society and the future of medicine. Lastly, our chapter promotes academic achievement in the College of Pharmacy as many of our members offer individual and group tutoring to non-members.

**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)

Each year our chapter hosts a speaker in the fall semester. We look for presentations that will be pertinent to our student body and will encourage students to take an active role in the pharmacy profession. This year, we invited Sara Evers, MPH, from the St. Charles Department of Health gave a presentation over infectious diseases such as Zika, measles, and antibiotic resistance. The presentation was titled, “Hot Topics in Infectious Diseases”. The purpose of this presentation was to foster our members to think about how we as future pharmacists play a role in these infectious diseases. For example, the presenter discussed how we as pharmacists can advocate for vaccinations and how we can play a role in decreasing antibiotic resistance. While this was our first year holding these talk, we believe the presentation was very impactful, and it would be a good presentation to bring back for future presentations. It is consistent with the mission of Rho Chi as we are promoting the advancement of our profession by educating students the various ways pharmacists can impact society and the future of medicine.

Trivia Night is an annual event that our Rho Chi chapter has been hosting for over 5 years. The purpose of this event is to fundraise money to support the initiation ceremony of new members. It provides students (members and non-members) the opportunity to participate in a fun event and network with professors. While this is a non-academic event, we believe this event still aligns with Rho Chi’s mission as it provides our members opportunities to strengthen their leadership skills. Because this event is large scale and requires months of planning, our chapter divides our members up into committees - food, donation, prizes, etc. In addition, members can volunteer their time by helping with activities such as selling tickets during lunches and writing thank you cards to our sponsors. By hosting such a large event, our members have the chance to lead and participate in smaller planning roles.

Clipboard Fundraiser is an annual event for the last 3 years. Our Rho Chi chapter hosts this fundraiser with our College’s SNPhA chapter. Another sale our chapter hosts is the Lexicomp App sales; this sale is not a fundraiser. Our chapter advocates for academic achievement by providing students with a resources to succeed on APPE/IPPE rotations. We want to encourage students to take advantage of these resources so they are able to excel. We market them at a discounted group rate (Lexicomp) to make them financially-friendly to members and non-members.

**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.)

The budget was determined by the faculty advisors and approved by Student Government Association (SGA) of St. Louis College of Pharmacy. It supported the Beta Kappa Chapter’s activities by holding a Fall Speaker event regarding antibiotic resistance and public health. Additionally, the budget incorporated the expenses for the Rho Chi Annual Trivia Night. Lastly, the Induction Ceremony for the new members of 2017-2018 also incurred expenses that was accounted for in the budget. Fundraisers for the year of 2016-2017 consisted of the partnership with SNPHA selling clipboards in the fall semester that earned 554.80 dollars in profits and was distributed evenly among the two organizations ($277.40 per organization).

**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)

Initiation took place on April 22, 2017 at 8:30am in the auditorium of the Academic and Research Building on St. Louis College of Pharmacy’s campus. Inductees and their families attended along with the president of the college Dr. John A. Pieper. Our advisors, Dr. Weck and Dr. Stacy were also present. The honorary guest speaker was Dr. Janelle Mann, a clinical oncology pharmacist from Washington University Infusion Center Pharmacy and 2009 graduate of St. Louis College of Pharmacy.

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

This past year, we believe that we have created a stronger presence of Rho Chi on our campus through our events. We did a great job collaborating with other organizations on campus (ex. SNPhA), and our events were a great success with involvement from both members and non-members. One area that need improvement is more member involvement. Since many of the P4s are not on campus, we rely on our P3 members to host events. Usually, our executive board has the greatest involvement in planning events. For future years, we could require that all meetings are attended by actives on campus. Every member should attend our fall speaker to increase member involvement. More committees could be formed to encourage participation in Rho Chi. In addition, community service is not emphasized at our chapter. This is goal that could be implemented for future years. A possible solution would be to encourage all members to participate in at least 1 community service event per semester. Other ways to improve this aspect would be to hold a community service event specifically for our members.

**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 Kappa, St. Louis 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.) | Hot Topics in Infectious Diseases | Sara Evers, MPH, from the St. Charles Department of Health gave a presentation over infectious diseases such as Zika, measles, and antibiotic resistance. | This presentation was designed to encourage the members to think about how we as future pharmacists play a role in these infectious diseases. For example, the presenter discussed how we as pharmacists will be advocating for vaccinations, and how we will play a part in decreasing antibiotic resistance. | First year for this presentation. However, each year a lecture is held. | n/a | 17 | 16 | Gift for the speaker- $30  Food- $144.71 |
| College of Pharmacy Events [non-academic, non-patient outreach] | Annual Trivia Night | We hosted our annual trivia night for the whole student body and faculty/staff. | Allows for networking among faculty and students. Also, allows for a fun, stress-free night for all those attending. | >5 years | This year’s event went pretty smoothly. In the future, I would suggest allowing more time for set- up before the event and maybe coming up with some more ways to raise money at the event itself (currently we just sell mulligans). | 20 | 130 | Need budget info here |
| Patient Outreach Events/ Community Service |  |  |  |  |  |  |  |  |
| Fundraising Events | Clipboard sales with SNPhA. | We partnered with SNPhA to sell whitecoat clipboards to the student body. | Helps members and other students to advance in practice. | 3 | Better communication with SNPhA and more marketing.  . | N/A | N/A | 554.80 dollars in profits and was distributed evenly among the two organizations ($277.40 per organization) |

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** |
|  |  |  |  |  |
| **Initial Balance at the Start of Fall 2016** | $6,544.08 |  | $6,544.08 |  |
| **Fall Speaker** |  | $174.71 | $6,369.37 | 30.00= Gift for Fall Speaker 144.71=Jimmy John’s |
| **Clipboard Sales (Fundraiser)** | $277.40 |  | $6,646.77 | Sold a total of $554.80 of clipboards with SNPHA |
| **Trivia Night** | $1,440.00 | $47.25 | $8039.52 | HI/TEC Copy Center |
| **Dues** | $4,475.00 |  | $12,514.52 | 57 inductees for 2017-2018 |
| **Induction Ceremony** |  | $5,076.15 | $7,438.37 | $90.15 = Programs $30.00 = Gift card $1,121.00= Pedestal Foods $ 3,835.00 = Certificates and Pins |
| **Graduation Medallions** |  | $1,250.00 | $6,188.37 | 50 medallions for Class of 2017 members |
| **Donations** | $500 |  | $6,688.37 | From Dr. Zachary Stacy |
|  |  |  |  |  |
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|  |  |  |  |  |