Annual Chapter Report – 2016-2017

*Date of report submission: May 15, 2017*

**Name of School/College:** University of British Columbia, Faculty of Pharmaceutical Sciences

**Chapter name and region:** Delta Gamma Chapter, Northwest Region (VII)

**Chapter advisor’s name and e-mail address:** Dr. Mary H. H. Ensom ([mary.ensom@ubc.ca](mailto:mary.ensom@ubc.ca))

Dr. Arun Verma ([arun.verma@ubc.ca](mailto:arun.verma@ubc.ca))

**Delegate who attended the Rho Chi Annual Meeting:** N/A

**Date delegate’s name submitted to Rho Chi:** N/A

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

*Vice President and acting President:* Tam Duong (tambduong@gmail.com)

*Secretary:* Adam Mah (mahadam90@gmail.com)

*Treasurer:* Kyle Costa (kjcosta@outlook.com)

*Historian:* Ruthdol Ywaya (Ruthdoly@gmail.com)

*PhUS Liaison:* Karen Ng (karen.g.ng@alumni.ubc.ca)

*Webmaster:* Felisha Haak (felishahaak@gmail.com)

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

*President:* Jackson Stewart ([stewart.jacksonjames@gmail.com](mailto:stewart.jacksonjames@gmail.com))

*Vice President:* Jenny Li ([jenny.x.li@hotmail.com](mailto:jenny.x.li@hotmail.com))

*Secretary:* Olivia Nguyen (olivianguyen@alumni.ubc.ca)

*Treasurer:* Li-Wei Zhang ([liweizhang14@hotmail.com](mailto:liweizhang14@hotmail.com))

*Historian:* Minnie Chang (minnie040111@hotmail.com)

*PhUS Liaison:* Brian Fung (abrianfung@hotmail.com)

*Webmaster:* Colleen Xie (xie.colleen@gmail.com)

**Number of Rho Chi student members at college:**

*Class of 2017 (4th year students):* 43

*Class of 2018 (3rd year students):* 42

**Meetings**:

|  |  |  |  |
| --- | --- | --- | --- |
| Date | Attendance | Agenda | Action Steps |
| 09/09/16 | 6 Executives | 1. Rho Chi Induction  2. Clubs Night  3. Future Directions | 1. Acceptance deadline for new inductees set for Sept 20th. New officer elections set for Sept 30th. Council will start the Induction Form for the Rho Chi National Office.  2. Two council members will be present at the Clubs Night Information Booth.  3. Kyle will start Trivia Night planning. |
| 16/09/16 | 6 Executives | 1. Rho Chi Intake  2. Induction  3. Trivia Night  4. Cords | 1. Council will prepare role description speeches for upcoming elections. Adam will book a room for Sept 30th.  2. Kyle will draft event budget and look into possible venues.  3. Kyle has set tentative Trivia Night date for Nov 18th.  4. Council in favour of exploring options for graduation cords. |
| 23/09/16 | 6 Executives  2 Faculty advisors | 1. Journal Club  2. Trivia Night  3. Community Outreach  4. Induction Event | 1. Karen has emailed Dr. McCormack about facilitating a journal club for late October.  3. Karen and Kyle are looking into acquiring discounted UBC Pharmacy Gala tickets for trivia night prizes.  4. Ruthdol to contact community areas to set up presentation sites.  5. Adam to complete and submit Annual Chapter Election Report. Kyle to arrange for intake fees to be sent to National Office via cheque from Rho Chi bank account. |
| 07/10/16 | 6 Executives  2 Faculty advisors | 1. Induction Event  2. Trivia Night  3. TMP-SMX Program  4. PharmD Council | 1. Tentative date set for Nov 19th.  2. Date set to Nov 9th. Karen will apply for PhUS Clubs fund.  3. Adam to check by-laws in regards to creating a new permanent executive position to manage program.  4. Council is in favour of overlapping Sept-Dec term. Adam to email Gail about council overlap and induction logistics for new program. |
| 14/10/16 | 6 Executives  1 Faculty advisor | 1. PharmD Induction  2. Journal Club  3. Elementary School Outreach Program (ESOP) | 1. Incoming Council to take over planning PharmD induction, which can take place after March/April as per by-laws.  2. Date has been set to October 31st, 11:00 am-12:00 pm.  3. Colleen to continue to contact teachers and previous volunteers to coordinate presentations. |
| 21/10/16 | 6 Executives  1 Faculty advisor | 1. Induction Event  2. Trivia Night  3. Community Presentations | 1. Adam to send invitations to new inductees, current and past Rho Chi members.  2. PhUS has granted $250 for the event. Kyle to start compiling trivia questions.  3. Four sites confirmed and eight sites are pending. Ruthdol and Minnie will aim to schedule presentations for Reading Week. |
| 28/10/16 | 6 Executives  1 Faculty advisor | 1. Journal Club  2. Trivia Night  3. Induction Event | 1. Council has resolved to continue this initiative once per month for Rho Chi students and is open to hosting additional journal clubs in collaboration with PEAC and UBC Pharmaceutical Sciences Student Journal (PSSJ).  2. Felicia will publish event online by the week’s end. Adam to create online sign-up forms.  3. Kyle to confirm reservation with venue. |
| 04/11/16 | 6 Executives | 1. Induction Event  2. Journal Club | 2. Venue is confirmed for Nov 19th from 7-9PM. Adam to email those who have RSVP’d and Dean Coughtrie with event details.  3. Rho Chi will contact PEAC and PSSJ for tri-club partnership Journal Club next semester. |
| 18/11/16 | 6 Executives  1 Faculty advisor | 1. Trivia Night  2. Community Presentations  3. ESOP | 1. $360 dollars was raised from the event. Incoming Council will have to budget for a Trivia Night next semester without funding, as PhUS only offers Clubs funding once per year.  2. Ruthdol is still awaiting confirmation from 8 sites.  5. Colleen facilitated a training session for ~ 15 volunteers. She will continue to reach out to elementary schools for partnerships. |
| 02/12/17 | 6 Executives  7 New executives | 1. Graduation Cords  2. Incoming Council Priorities | 1. Tam has obtained $250 in funding for cords from Dean Coughtrie. Rho Chi will cover the remainder of the cost.  2. Incoming Council to get in touch with Director of Entry-to-Practice PharmD program to clarify details of curriculum in order to facilitate the PharmD induction. Another priority is to review bylaws regarding a new Council position for the TMP-SMX program. Bank accounts to be transferred over to incoming President and Treasurer over the next week. |
| 11/01/17 | 7 Executives  1 Faculty advisor | 1. Pi Week  2. Community Presentations  3. ESOP  4. PharmD Induction  5. Mock OSCE | 1. Date set for March 15th. Olivia to book atrium, A/V equipment.  2. Presentations will take place during Reading Week & early March.  3. Colleen to coordinate with Kappa Psi in recruiting more schools  4. Jackson to meet with Dr. Pearson and Jennifer Chatterton to discuss the formal cut-off within PharmD curriculum for induction eligibility.  7. Jenny and Jackson to reach out to 4th year Grad Representatives to decide on an ideal week for the exam |
| 18/01/17 | 7 Executives  1 Faculty advisor | 1. PharmD Induction  2. Pi Week  3. Journal Club | 1. 2019 PharmD class will be eligible for induction in April and council elections will take place in early Sept to account for curriculum differences.  2. Council to begin advertising the event and setting up online nomination forms and donation accounts. Colleen to recruit Rho Chi volunteers to help with various tasks.  4. Jenny to reach out to Dr. Loewen about facilitating the next Journal Club event |
| 25/01/17 | 7 Executives  1 Faculty advisors | 1. Community Presentations | 1. 4/5 groups have been assigned pharmacist supervisors. Faculty liaison to find last supervisor. |
| 8/02/17 | 7 Executives  1 Faculty advisor | 1. Pi Week  2. EOSP  3. Mock OSCE | 1. Li-Wei to coordinate with BCCHF to set up online donation account. In-class donation collection to begin this week.  2. Colleen to seek more volunteers and arrange details with teachers.  3. Dates have been changed to May 2-4th and practice lab has been booked. Council to review questions from prior years and brainstorm new questions at next meeting. |
| 15/02/17 | 7 Executives  1 Faculty advisor | 1. EOSP  2. Mock OSCE | 1. Colleen to confirm volunteer shifts for upcoming presentations.  2. Olivia to send email invitations to Rho Chi members to join question brainstorming session on March 8th. |
| 01/03/17 | 7 Executives  1 Faculty advisor | 1. Pi Week  2. Journal Club  3. Interfrat Mixer | 1. Announcements will be submitted to student body & Faculty/staff with online donation links. Rho Chi will host a pie sale on Mar 3rd.  2. Olivia to send out sign-up form for event on Mar 6th, 11AM-12PM.  3. Jackson to coordinate with other executives from LKS and Kappa Psi in planning and budgeting for the event on March 20th. |
| 08/03/17 | 7 Executives  1 Faculty advisor | 1. Pi Week  2. Journal Club | 1. Pie Sale made $50+. We will host another bake sale on Mar 13th. New fundraising initiatives and goals have been set for the student body. Goal is to raise $2000 by Mar 15th. Council to procure pies and other supplies for the event.  2. Great feedback from Jenny regarding Journal Club with Dr. Loewen. Next Journal Club will take place on Mar 22nd and will be a joint event with PEAC, facilitated by Dr. McCormack. |
| 22/03/16 | 7 Executives  1 Faculty advisor | 1. Pi Week  2. Mock OSCE  3. Graduation Cords  4. Interfrat Mixer  5. Trivia Night | 1. $3903.28 raised this year. Council will present cheque to BCCHF on Apr 4th with nominees and volunteers.  2. Council to complete questions by next week. Li-Wei to set up online payment method and Olivia to book debriefing room.  3. Council has resolved to increase induction registration fee for 2019 class to $110 (from $100) to account for extra costs of cords.  4. Li-Wei to reimburse LKS with pro-rata cost of participating Rho Chi members.  5. Trivia Night will be postponed until next term due to scheduling conflicts with other events. |
| 29/03/17 | 7 Executives  2 Faculty advisors | 1. Mock OSCE  2. PharmD Induction | 1. Olivia to send announcement via Student Services to recruit more volunteers for the event.  2. Council has decided to delay the intake, election process, and induction of 2019 PharmD class to early September of next term. |

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

This year our primary goal was to increase Rho Chi awareness and involvement within the Faculty as well as increasing Rho Chi members engagement within the club. Additionally, we strived to preserve our current budget to ensure the upcoming class will have sufficient funds to maintain current initiatives, as the Delta Gamma Chapter is a relatively young chapter still endeavouring to develop a stable financial foundation. To reduce extraneous costs, we collaborated with the Pharmacy Undergraduate Society (PhUS) to subsidize costs for Faculty events, as well as held collaborative events with other Faculty clubs such as Kappa Psi, Lambda Kappa Sigma, Pharmacy Evidence Appraisal Club (PEAC) and the UBC Pharmaceutical Sciences Student Journal (PSSJ) to boost Rho Chi awareness within the Faculty and nurture interclub relations while reducing event costs. We plan to host more fundraising events to generate more funding for new initiatives that are aligned with Rho Chi’s mission statement and to purchase cords for our graduating members to foster unity and increase Rho Chi awareness.

**Activities**:

***Community Outreach Presentation Initiative* - Ongoing since 2013**

Groups consisting of 4-5 UBC Pharmacy students (total of 24 students) are formed to prepare and deliver an educational presentation on health topics determined by the various community sites in the Lower Mainland (community centres, senior centres and churches). This year’s topics included heart health, bone health, skin care and OTC medication safety. All presentations were prepared and tailored to each site and were reviewed by a licensed pharmacist affiliated with the Faculty. A supervising pharmacist was also present during presentations to assist with answering questions and to assure the quality of the content delivered by the student presenters. The purpose of this initiative is to allow students to improve their presentation skills and foster leadership within Rho Chi and among student volunteers as well as to give back to the community by providing information on common health topics that are of interest to them.

***Elementary School Outreach Initiative*—Ongoing since 2014**

This outreach initiative is designed for local elementary schools where UBC pharmacy students prepare and deliver informative and hands-on presentations to students in Grades 1-3. The initiative is a joint effort with Kappa Psi, a pharmacy fraternity at UBC. Teachers have expressed renewed interest in our program this year, noting that what it offers aligns closely with the new provincial learning curriculum. The initiative is unique in that it creates awareness about medication safety at a young age. We often focus on poison prevention and drug abuse education in the classroom for older students, but these presentations are tailored towards younger children and takes a hands-on, interactive approach about medication in general. It promotes the safe use of medication, and introduces children to the pharmacist as a member of the health care profession. Since many medications look very similar to candies or other household items such as Band-Aids, our aim is to educate children about being careful around them. Discussions include strategies and skills to determine which products are medications and which are not, and what to do in regards to safety when they come across an unknown and unfamiliar substance. Each presentation and interactive activity are led by two pharmacy students. These presentations have been delivered to many elementary schools in Vancouver and were met by enthusiasm by the teachers, students, and volunteers. With the goal of prevention through education, the Rho Chi Society wants to empower children with knowledge; therefore, when children encounter unsafe substances in the future, they are better-equipped to make safe and informed decisions. In addition to the promotion of medication safety, the program also encourages critical thinking, being responsible, an awareness of medications and introduction of the pharmacist as part of the health care team.

***Mock OSCE -* Ongoing since 2011**

To support the graduating class preparing for the Objective Structured Clinical Examination (OSCE) portion of the Pharmacists Qualifying Examination, Rho Chi runs mock OSCE sessions annually. Students of the graduating class participated in 6 sessions over 3 days. Rho Chi Executive and volunteer members came up with the practice questions (9 assessment stations including 3 counselling scenarios) and had them reviewed by faculty instructors. This year, 125 students participated, and around 50 volunteers (mainly 2nd, and 3rd year pharmacy students) were recruited as actors and assessors for the counselling stations. After each session, a debriefing period was arranged so that students could have immediate feedback, correct answers, and opportunities to ask questions to clarify any points of confusion. Any questions or concerns that could not be addressed sufficiently by the Rho Chi members were sent to a Faculty member, whose response was then distributed to the participants. The mock OSCE has received great feedback from both the participating students, who get to practice for their licensing exam in a simulated setting, as well as volunteers, who become familiarized with the examination process earlier on, reflect on their own performances from the evaluator’s perspective, and improve for the future.

***Journal Club -* Ongoing since 2011**

The Journal club is hosted by Rho Chi and facilitated by Faculty members trained in the critical appraisal of primary literature. The faculty facilitator of each session selects a relevant article for students to review prior to the session. Students are also given a list of questions to consider while they review the article. During the session, the facilitator and participants critically appraise the article. The goal of the sessions is to increase the participants’ skills with critical appraisal and improve their application of evidence based medicine. The Journal Club promotes critical thinking and intellectual inquiry among Rho Chi members by enhancing their ability to evaluate and apply primary literature. Furthermore, the Journal Club contributes to the development of future leaders in pharmacy practice by enhancing skills that are otherwise difficult to improve. By possessing these highly developed skills, participants will be better positioned to be leaders in their practice. This year, Rho Chi also collaborated with additional organizations, such as the Pharmacy Evidence Appraisal Club and UBC Pharmaceutical Sciences Student Journal, to bring more opportunities for critical appraisal to students, both inside and outside Rho Chi. Additionally, the statistics workshop previously hosted by Rho Chi was incorporated into Journal Club based on student feedback from previous years and provided a review of the foundational concepts of statistical analysis relevant to pharmacy studies.

***Pi Week -* Ongoing since 2013**

This program is our largest fundraiser of the year, in which all proceeds went directly to charity. This program is intended to raise awareness of Rho Chi and its commitment to philanthropy, to foster community within the pharmacy Faculty and to raise funds for the BC Children’s Hospital Foundation. Two volunteers from each graduating class, two representatives from the Faculty, and two representatives from building staff were pitted against each other and the volunteer who raised the most money was pied in front of the entire Faculty. To raise money, collection jars were passed around in class, online donation links were established, donation booths were set up and two bake sales were held which was a new fundraising strategy. This year we were able to raise $3903.28 for BC Children's Hospital. As a reward for certain years exceeding numerous funding goals, both candidates were pied in some cases, and two beloved practice lab coordinators were pied as well. The individual nominee who was was able to raise the most money was also given the honour to pie the Faculty members. This event promoted school spirit as evidenced by the number of people who attended the event and the donations that were collected from each class. Overall, the response to the event was wonderful.

***Rho Chi TMP-SMX Trimentorship Program* - Ongoing since 2011**

The Trimentorship Program pairs pharmacy students with current pharmacy residents and their preceptors to allow undergraduates students to gain exposure to the UBC Pharmacy Practice Residency Program and learn more about hospital pharmacy in general. Students are provided with a platform to connect with and shadow pharmacy residents and their precepting clinical pharmacists of different specialties at hospitals throughout the Lower Mainland. Furthermore, students also gain experience in clinical research by assisting resident mentors with their research projects. This program gives first-hand exposure to the residency program and therefore supports the development of students into intellectual leaders in the profession.

***Trivia Night* - Ongoing since 2013**

Trivia Night is hosted at a local establishment where teams of pharmacy students compete against one another in a ‘healthcare’ themed trivia game for a chance to win 1 of 3 grand prizes. This is a fundraiser for our local chapter and is open to pharmacy students of all years. Funds are raised by charging a fee of $30 per team of 5-6 participants. 12 teams participated in Trivia Night this year, raising $360 before expenses.

***Interfrat Mixer -* March 20, 2017**This collaborative event between Rho Chi, Lambda Kappa Sigma, and Kappa Psi, 3 professional fraternities in UBC Pharmacy, allows students to engage in casual games and network with peers from different years. There were 41 participants in total (9 Rho Chi members), randomly assigned to one of 6 groups. Members could network with students from different years in pharmacy through icebreakers and interactive games. The night was capped off with a pizza dinner and the winning team was awarded a prize to be shared amongst the members.

**Financial/ Budgeting**: (Limit 250 words)

The largest anticipated expense in the coming year is the Induction Dinner. Last year this cost was incorporated into the budget ($1261.53) in pursuit of financial autonomy from the Faculty. We anticipate a similar cost and the majority of funds will come from Mock OSCE profits ($618.74) as well as funds raised from events planned for the coming semester.

An additional expense was the purchase of cords for the graduating Rho Chi members. The cost for these cords ($468.29) was partially subsidized by the Dean ($250.00) for a net spend of $218.29. The purchase was agreed upon because they were away to recognize the academic achievements of members therefore we intend to include this cost in the membership fee ($10 per member) in the future.

We plan to incorporate the cost of sending a delegate to the annual National Convention in the future by adding another fundraiser in the fall term, which ideally would allow us to pass on some financial growth to the succeeding Executive Council.

In general, our goal is to be financially efficient by minimizing costs with the exception of expenditures that add value to events. Previous event budgets are used as a guide with reassessment of particular expenses. Strategies we use to host events include recruiting volunteers, collaborating with organizations, and seeking donations. The cost for events usually falls between $100- $200; while this represents a slight increase from previous years, events that had an increase in expenses also had an increase in the profit

**Initiation Function**:

The yearly Rho Chi Initiation Banquet took place on the evening of November 19th, 2016 at UBC Sage Bistro. Rho Chi was able to book an event venue at a subsidized cost through the University which was an improvement from previous years, where the event was held in the Faculty building. Attending were the 42 new student inductees, 5 current and previous UBC Rho Chi members, 7 members of the previous Rho Chi Executive Council, and one of our Faculty Advisors. Once all the attendees had arrived, they were treated to a hors d'oeuvres and dessert session where they were given time to network with fellow Rho Chi members. The Faculty advisor: Dr. Mary Ensom, then welcomed the new members into the Delta Gamma Chapter, explained the significance of being a Rho Chi member, the mission of the Rho Chi Society and encouraged members to pursue personal growth and excellence in the field of pharmacy. Following Dr. Ensom’s remarks, the past Rho Chi Executive Council recited the Rho Chi oath and presented the new members with a commemorative pin and membership certificate. After the induction, a group photo was taken and the new Rho Chi Executive Council was officially introduced. A photographer was present at the event to document this event.

**Evaluation/Reflection**: (Limit 500 words)

The Delta Gamma Chapter has strived to continue to stay true to Rho Chi’s mission statement. To achieve our main goals of increasing Rho Chi awareness and promoting member involvement, we expanded many of our current initiatives this year.

Through Journal Club, Rho Chi was able to foster unity among members and improve Faculty engagement, in addition to promoting intellectual excellence and critical thinking by collaborating on a joint Journal Club with two other Faculty clubs. Based on feedback from previous students, foundational concepts of statistical analysis were incorporated into the sessions, instead of an independent statistics tutorial. This year we increased the number of sessions, to allow more student participation.

The Mock OSCE initiative also demonstrates Rho Chi’s support in the intellectual achievements of students, while enhancing Rho Chi member participation as they are given to chance to develop the questions alongside review from Faculty advisors.

Rho Chi continues to encourage student leadership and to increase the awareness of the profession by providing outreach opportunities. The Elementary School Outreach Initiative benefits student volunteers in providing an opportunity to engage with a younger audience, develop age-specific communication skills, and advocate for and educate about their profession. We succeeded in expanding the number of schools, with a total of 19 presentations. Feedback has been positive, with teachers noting that volunteers were professional and the interactive activity promoted critical thinking. The Community Outreach Program was improved through the initiation of a formal process to match presentation groups with a Faculty-affiliated licensed pharmacist by working with a designated Faculty advisor.

One of our largest events is Pi Day. Our initial goal ($1500) was quickly increased to $3000 as the nominees and students grew more excited about the event. For the first time, the Executive team held their own fundraising initiatives, with two successful bake sales that generated over $200 in donations. We were able to donate $3903.28 to BCCHF, and shared the sense of reward and accomplishment with the nominees and volunteers at the cheque presentation where a tour of BC Children’s Hospital was given, exposing attendees to a new setting and future opportunities.

A new initiative was created in which a volunteer committee was established to enhance communication of opportunities to members. This was one strategy to strengthen communication, improve involvement and foster unity within the club. Our goal for next year is to advertise meetings and events actively across social media platforms and to grow our volunteer database. Many of the volunteers this were upper year students, so we hope to introduce new initiatives for 1st and 2nd year students, introducing them to Rho Chi and providing them with opportunities to support their learning and to become involved.

Additionally, we hope to obtain more feedback on current initiatives by utilizing more surveys after events to ensure the success of future activities. Finally, Rho Chi wishes to expand on current initiatives by increasing collaboration with more Faculty clubs to increase awareness and improve opportunities for its 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)

Most Improved Chapter Award

Name of School/College: University of British Columbia

Chapter name and region: Delta Gamma, Northwest Region (VII)

Name of member submitting statement: Minnie Chang

Name of Chapter Advisor: Dr. Mary H. H. Ensom, Dr. Arun Verma

The 2016/2017 academic year has had major improvements by directing efforts into strengthening and expanding currently established initiatives. The 2016/2017 executive council worked to increase Rho Chi awareness within the faculty by increasing collaboration with other Faculty clubs in initiatives such as Journal Club and the Interfrat Mixer. Additionally, positions in Journal Club, Elementary Outreach Program and the Community Outreach Program were increased to promote opportunities for student involvement and foster collaboration among students and the community. Delta Gamma Chapter strives to improve current initiatives to improve its quality and spread the awareness of Rho Chi and the profession, aligning with Rho Chi’s mission.

- Raised $3903.28 in donations for BC Children’s Hospital from our Pi week fundraising, exceeding our fundraising goal of $1500. Instead of relying heavily of the efforts of individual nominees, the executive team and Rho Chi members started a new fundraising initiative of holding two bake sales which raised over $200. Rho Chi also increased the publicity of the event through early advertising on social media, digital signage within the Faculty building as well as in-class announcements which proved successful as this year’s donations were spread more evenly among the years with the first years in second place with donations (in previous years, the first-year class has usually been last place in previous years due to unfamiliarity with this event). Nominees were determined early on and encouraged to share their personal donation links on their own platforms. In addition, all volunteers and nominees were invited to attend the cheque presentation at BCCHF accompanied by a tour of the facility.

* The TMX-SMP mentorship program was taken up by Rho Chi again
* In accordance with Rho Chis mandate to foster collaboration, we increased partnership with more clubs than ever before including: Kappa Psi, Lambda Kappa Sigma, Pharmacy Evidence Appraisal Club, UBC Pharmaceutical Sciences Student Journal, Pharmacy Undergraduate Society and the Faculty.
* Expanded Journal Club to foster collaboration within the Faculty with other Faculty clubs and to incorporated components of statistical analysis to promote critical thinking skills
* Improved Community Outreach Presentations by using a formal application to secure Faculty-affiliated licensed pharmacists to review and supervise all presentations, increased the number of student presenters from 17 to 24 and facilitated communication between community sites and presentation groups to develop personalized presentations on common health topics
* Improved the Elementary School Outreach Presentations by using various methods to increase recruitment of participating schools, totaling to 19 presentations (anticipated audience of over 200 students) and by including presentations components in French to accommodate a French immersion school
* Upgraded Trivia Night to a Family Feud (Pharmily Pheud) style competition and raised $380 from this event. 60 pharmacy students attended this event, which is the best turn-out we have had to date for Rho Chi Trivia events
* Organized a Facebook group for student volunteers to promote opportunities for increased involvement within Rho Chi and utilized Google Forms to allow for organized registration
* Obtained cords for the graduating Rho Chi class to recognize their academic achievements and foster unity among members
* Introduced Interfrat Mixer which allowed Rho Chi members to network with peers from members from all years of 2 other professional fraternities in UBC Pharmacy, improving Rho Chi presence

**Appendix 1**

**Chapter Activities Report Template**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| [Chapter Name, School Name] 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.) | Journal Club | A review of recent articles in small groups of Rho Chi members guided by a Faculty member trained in the critical appraisal of primary literature as well as review of core concepts of statistical analysis | Promotes critical thinking and intellectual inquiry among Rho Chi members by enhancing their ability to evaluate and apply primary literature. | 6 | **Evaluations**: Participant feedback was positive. **Improvements**:  Studies chosen were of up-to-date topics and of student interest such as the Fourier trial. We increased the maximum size of the events to increase student participation due to increased interest. Statistical analysis concepts were incorporated in based on student feedback from previous years. | 27 | 62 students | **Budget required:** None |
| Mock OSCE | Support the graduating class with the licensing exam preparation by preparing and running a simulated exam setting for students to practice and receive feedback. | Rho Chi encourages intellectual excellence by helping students study and prepare for one of the most important exams in their career. | 6 | **Evaluations**: Attendee feedback was positive and students commented that the questions were helpful and relevant in helping them focus their studying.  **Improvements**: A Facebook group was set up where volunteers signed up to make questions. The questions were edited and sent to different Faculty members for further editing to ensure that the level of difficulty matched up with what would be expected on the OSCEs. | 13 | 125 students | **Budget:**  $500  **Money raised:** $1230.00 |
| Rho Chi TMP-SMX Trimentor-ship Program | TMP-SMX is a trimentorship program which pairs pharmacy students with current pharmacy residents and their preceptors. Students have shadowing opportunities and assist in residents’ research projects. | Rho Chi fosters lifelong leaders in pharmacy. This mentorship program supports students, who are interested in pursuing career in hospital pharmacy, by giving hands on exposure to the residency program | 6 | **Improvements**: Rho Chi was able to take on this project again. A Rho Chi member was appointed as a Campus coordinator to organize the resident and student applications as well as finding matches based on rankings during the summer months. | N/A  Will happen over the summer months | N/A | N/A |
| College of Pharmacy Events [non-academic, non-patient outreach] | Interfrat Mixer | Collaborative mixer event between UBC Pharmacy Fraternities Rho Chi, Kappa Psi, and Lambda Kappa Sigma. | Raised awareness of Rho Chi within the Faculty | NEW | N/A | 9 | 41 | **Budget:**  $39.40 |
| Patient Outreach Events/ Community Service | Community Outreach Presentations | Groups of 4-5 UBC Pharmacy students are formed to prepare and deliver educational presentations on select health topics including bone health, heart health, skin care and OTC safety | Fosters collaboration between various class years, increases the awareness of Rho Chi, and promotes intellectual leadership. | 4 | **Evaluations**: Students provided positive feedback regarding the presentation experience as well as working with a licensed pharmacist to develop material  **Improvements**: The presentations were initiated early so that all groups were able to secure a Faculty-affiliated pharmacist to review and supervise presentations Emphasis was put on personalizing presentations to the interest of the community sites. We increased the number of student presenters to allow more students to be able to participate from all years. | 9 | 24 presenters  (~ 60 patients) | **Budget**: None |
| Elementary school outreach initiative | A joint effort between Rho Chi and Kappa Psi. Pharmacy student volunteers deliver presentations to local elementary students about medication safety and creating awareness of the importance of the pharmacist as part of the health care team. | Fosters collaboration between Rho Chi and Kappa Psi, increases awareness of both organizations in the community, and promotes intellectual leadership and creativity. | 2 | **Evaluations**: Positive feedback given by student volunteers and teachers, noting that it was well organized, professional and encouraged critical thinking.  **Improvements**: A variety of methods (in-person, telephone, and email) were made in an attempt to reach and recruit more participating elementary schools. In particular, due to interest from a French immersion school, the presentation will be adapted to be delivered in a French immersion classroom with key French terminology. | 14 | 143 (anticipated: > 200 patients) | **Budget:** $29.56 |
| Fundraising Events | Trivia Night | Teams of students competed against each other in Family Feud styled competitions. | Raised awareness of Rho Chi within the Faculty | 4 | **Improvements:** An on-campus venue allowed for a better turnout. We managed to raise $380 from this event. | 10 | 60 | **Budget**: Covered by PhUS club fund. |
| Pi Week | The primary focus of this event was to raise money for the BC Children’s Hospital Foundation (BCCHF). Two pharmacy students from each class, two Faculty members and two staff members were pitted against one another. Students and staff voted by donation towards who they wanted to see pied. | Pi Week raised awareness of the Rho Chi Society and its commitment to philanthropy, as well as, fostered community within the Faculty of Pharmaceutical Sciences. | 5 | **Evaluations**: ~ 500 people attended Pi Day including students, Faculty and staff. Positive feedback was received about the event, its execution and clean-up.  **Improvements**: We managed to raise **$3903.28** surpassing our goal of $1500. The Council took part in leading fundraising initiatives such as the organization of 2 bake sales. Student involvement was improved through the establishment of a volunteer committee for the event as well as brainstorming sessions. Nominees and volunteers were invited to BCCHF to present the cheque and were given an opportunity to tour the facility. | 14 | 1000 | **Budget Required**: $112.50  Donation from Shoppers Drug Mart:$50 gift card  Total Donated to BCCHF:  $3903.28 |

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

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Event | | | | |
| Item | Amount Credited ($) | Amount Debited ($) | Balance  ($) | Comments |
| Balance Forward |  |  | $2857.33 | From September 1st, 2016 |
| Rho Chi Membership Fees | | | | |
| New Member Fees (42@$100/person) | $4200.00 |  | $3527.17 |  |
| International Dues |  | $3530.16 |  |
| Induction Dinner | | | | |
| Room Rental |  | $220.00 | $2265.64 |  |
| Food |  | $709.00 |  |
| Service + Gratuity |  | $332.53 |  |
| Pharmily Pheud | | | | |
| Team registration | $360.00 |  | $2645.64 | \*Application to the PhUS Club Fund was approved for reimbursement. |
| Prizes |  | *0.00 (170.25\*)* |
| Supplies and printing |  | *0.00 (54.66\*)* |
| Miscellaneous | *$20.00* |  | Miscellaneous refers to 20$ surplus deposited from event, unaccounted for by registration fees. |
| Elementary School Outreach Initiative | | | | |
| Printing |  | $27.33 *($54.66\*)* | $2613.85 | \*Cost was split with UBC Kappa Psi Chapter. |
| Supplies |  | $4.46 |
| Pi Week Fundraiser | | | | |
| Gift card donations | $50.00 |  | $2551.35 | Donated gift cards from Shoppers Drug Mart totaled $50. The remainder ($62.50) came out of the Rho Chi budget to maintain 100% donation of event proceeds. |
| Supplies |  | $112.50 |
| Online donations | $2988.93 |  |
| Cash donations | $914.35 |  |
| BCCHF contribution |  | $3903.28 |
| Inter-Frat Social | | | | |
| Event Costs |  | $39.40 | $2511.95 |  |
| Mock OSCE (Fundraising) | | | | |
| Registration fees  ($10/person) | $1230.00 |  | $3130.69 |  |
| Supplies |  | $126.01 | Printing costs |
| Volunteer Refreshments |  | $362.25 |  |
| Additional Costs\* |  | $123.00 | \*Cost for use of online ticketing service (10% of our raised amount) |
| Miscellaneous | | | | |
| Bank charges (monthly fee @2.50/mo + cheque transaction fee) |  | $42.00 (04/22/17) | $2870.40 | $2.50/mo |
| Rho Chi Graduation Cords |  | $218.29 (468.29\*) | \*Cost ($250.00) subsidized by faculty. |