**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:*

Name of School/College: Regis University

Chapter name and region: Delta Psi, Region VIII

Chapter advisor’s name and e-mail address: Jeffrey Lalama, jlalama@regis.edu

(If chapter has a co-advisor, please list name and email address): Daniel Berlau, dberlau@regis.edu

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

Delegate who attended the Rho Chi Annual Meeting: Leanne Ertle

(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.: 2/17/2017

Past year’s officers and e-mail addresses:

President: Denise Patten, dpatten001@regis.edu

Vice President: Leanne Ertle, lertle@regis.edu

Secretary: Breanna Vose, bvose@regis.edu

Treasurer: Rachel Franklin, rfranklin@regis.edu

Historian: Susan Cruickshank, scruickshank@regis.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: Susan Hegstrom, shegstrom@regis.edu@regis.edu

Vice President: Tyler Twardoski, ttwardoski@regis.edu

Secretary: Bret Young, byoung002@regis.edu

Treasurer: Monique Gonzales, mgonzales004@regis.edu

Historian: Ian McVickar, imcvickar@regis.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):  12 students in the class of 2017, 13 students in the class of 2018, and 10 students in the class of 2019.  Regis University only has a PharmD program.

**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 |
| 9/2/16 | 10 members (out of 11 P3 members on campus throughout the year) | Determine plans for the year | Social planning discussed, fundraisers for the year including jeans day planned, induction ceremony discussion, participation in 9Health Fair planned for early Oct, participation in Student Organization Showcase organized  |
| 10/21/16 | 7 members | Fundraising planning, social planning, preliminary planning for induction ceremony, educational ideas discussed, discussion about Rho Chi Lecture Award nomination, and suggestions for other activities in which the chapter could participate. | Stress bag fundraiser planned for around finals week, lab value sheet fundraiser organized, Jeans Day fundraiser planned for next semester, Induction ceremony preliminaries and timeline planned, social event planned in November, Study tips for P1s presentation planned |
| 11/18/16 | 8 members | Fundraising plans discussed, Induction ceremony, follow-up on how the Study Tips Presentation went, discussion on key note speaker needed for Induction ceremony, Annual meeting | Update on progress of Lab Sheets sales, final bag creation and sales dates determined, planning for meeting with the Regis Pre-pharmacy Club, Induction ceremony speakers discussed, Jeans Day details finalized, annual meeting planning organized |
| 2/17/17 | 7 members | New Inductee discussion, fundraising follow-up, National Meeting discussion, social event planning | Update to National Meeting planning, discussion on Induction ceremony, voting on inductees, social event planning for end of semester |
| 3/17/17 | 15 members (new members allowed to be at meeting for part of the time, they were not allowed to discuss their induction) | New members welcomed, Resident meet and greet with CU, Induction Ceremony – location and guest speaker discussed, upcoming elections, social planning | Discussed details of upcoming events, planned Resident Meet and Greet to occur in April, planned remaining social activities for the semester, finalized National Meeting details, finalized Induction Ceremony details |
| 4/24/17 | 15 members | New officer election.Wrap up of business | New Inductees welcomed at meeting. New Officer elections at meeting and transfer of information form old officers to new officers. Pearls of wisdom for new council. |

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

The calendar year of 2016-2017 was the Delta Psi chapter’s third year as a Rho Chi chapter.  The three main goals from the chapter’s first year (2014-2015) were:  organize the induction ceremony to induct new members into our chapter, plan meaningful fundraisers, and to develop a philanthropy event. These continued to be chapter goals in the 2015-2016 school year. During the 2016-2017 year, the new executive committee wanted to focus more on spreading academic excellence beyond Rho Chi members and to continue the tradition of a joint event with the University of Colorado’s Rho Chi chapter. The induction ceremony encourages and recognizes intellectual achievement and contributes to the development of intellectual leaders. By recognizing students for their academic achievement, they become vigilant and responsible practicing pharmacists. Fundraising activities promote critical inquiry into the advancement of pharmacy and foster collaboration. One of our fundraisers was selling laminated sheets of common lab values and equations. This encourages learning and benefits other students as well as benefits our chapter. The academic focused activities during the year were teaching study habits and test taking skills to P1 students as well as pre-pharmacy students. This directly contributes to the development of intellectual leaders and encourages intellectual achievement by giving other students tools that may help them to succeed. The social activities throughout the year, as well as the joint event with CU Rho Chi exemplified fostering collaboration.

**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)

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| --- | --- |
| [Delta Psi, Regis University School 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] |
| Service Activity | Golden, CO 9 Health Fair | Volunteered at the “Ask a Pharmacist” and “Ask a Question Get a Referral” booths at a community health fair. | Provided service to the community representing the pharmacy profession and allowed for collaboration with other health care professionals volunteering at the health fair. |  1year |  | 4 | 15 | No budget necessary |
| Intellectual Leadership Activities  | Study Tips Presentation with P1 students | P3 students provided information to help members be successful in pharmacy school | Contributes to the development of intellectual leaders, fosters collaboration | 1 year |  | 4 | 10 | No budget necessary |
| Intellectual Leadership Activities | Success in Pharmacy School Presentation with Pre-pharmacy students | P3 students provided information on how to get into and be successful in pharmacy school | Contributes to the development of intellectual leaders, fosters collaboration | 1 year |  | 3 | 5 | No budget necessary |
| College of Pharmacy Events [non-academic, non-patient outreach] | New members social | Off campus activity organized where current and soon-to-be- inducted members could socialize over appetizers.   | Fostered collaboration with new and current members.  Encouraged and recognized academic achievement by celebrating the new members. | 3 years | Discussed during meetings the best way to socialize with new members, asked new members’ preferences | 15-20 | 0 | No budget necessary |
| College of Pharmacy Events [non-academic, non-patient outreach] | CU/Regis Rho Chi Joint Social  | Colorado PGY-1 and PGY-2 pharmacy residents were invited to share their experiences with Rho Chi students in a casual environment  | Contributes to the development of intellectual leaders, fosters collaboration | 2 years | Previous attendee chaired the committee in charge of the event from Regis’s end; discussed during meetings best way to participate | 2 | 0 | Cost: $35 |
| Fundraising Events | Jeans day | Our school has a dress code but allows organizations to hold fundraisers periodically to relax the dress code.  | These fundraisers did not directly relate to the mission except that it provided us with funds to sustain our chapter and organize new events. | 1 year | 11 | 11 | This fundraiser affected students, faculty, and staff who were interested in participating in the fundraiser on the dates they were held. | No budget necessary |
| Fundraising Events | Stress relief bags sold before finals week of fall semester | Bags containing herbal tea, candy, pencils, and study materials were put together and sold to students as they prepared for finals in the fall semester. | Aligns with mission by potentially helping students think critically while they studied in preparation for their finals. | 3 years | As compared to the previous year, we increased marketing especially to faculty as gifts for their advisees | 2 | This fundraiser affected students, faculty, and staff who were interested in purchasing a stress relief bag. | Budget required:  $45Net Fundraised: $ |
| Fundraising events | Lab value sheets | Pocket-sized lab value reference sheet was developed and laminated.  They were sold to all pharmacy students but focused on P2s who were about to need them for particular study material. | Fostered collaboration amongst members to develop the sheets and sell them.  Quick reference will hopefully aid critical thinking by decreasing the amount of time needed to look up a normal lab value. | 3 years | N/A | 6 | This fundraiser was open to all students. | Budget required:  $0 (printing and laminating was donated)Fundraised: $ |

**Financial/ Budgeting**:

Our chapter started out the 2016-2017 year with a generous account balance from prior years. Our chapter did not have a set method for budgeting. Thus, we were able to go about fundraising in a free manner. In the fall, we created lab sheets that were successfully sold throughout the year. At the end of the fall semester, the sale of stress relief bags during finals week was also successful. From these learning experiences we were able to be successful in fundraising through continued sales of lab value sheets and hosting of a school of pharmacy wide “jeans day.”

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| --- | --- | --- | --- | --- |
| **ITEM** | **Amount Debited        ($$ spent)** | **Amount Credited      ($$ raised)** | **Balance** | **Comment** |
| **Balance forward** |  | **$3029.00** | **$3029.00** | **Balance from last year** |
| **Annual membership fees and graduation cords** | **$975** |  | **-$975** | **Fees for new members sent to national office and cords for graduating members** |
| **Fundraisers including finals bags, lab value sheets, and jeans days** | $23 (taxes)$175 on supplies | **$305.00** | **$107** | **Fall and Spring fundraising** |
| **New member induction fees** |  | **$2,100** | **$2,100** | **Induction to chapter** |
| **Ending balance** |  |  | **$4,261.00** | These are the current numbers provided to us from our chapter’s bank account at the time of submitting this report. There may be some expenses from our induction ceremony still pending or needing to uploaded into our account report. |
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**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 initiation ceremony for the Delta Psi chapter took place on 4/10/17.  Students were informed of their eligibility to join Rho Chi by being presented letters that were handwritten by current chapter members from the P3 class.  An additional e-mail invitation was sent to all new initiates.  The ceremony took place on campus in our school’s Mountain View Room.  Members being initiated were allowed to bring one guest with their dues and any additional guests for $25 each.  All current Rho Chi members were invited to attend along with faculty and staff who were charged $25.  Our keynote speaker this year was Dr. Briana Zerr, a former Regis School of Pharmacy graduate and current clinical pharmacist at Craig Hospital.  The ceremony started with an introduction from the Dean, a buffet dinner from our school’s catering service, keynote speaker, initiation ceremony, and closing remarks from faculty co-advisor Dr. Dan Berlau.  A majority of the P3 Rho Chi members attended and several P4 members were also able to attend.

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

The 2016-2017 academic year was the third year of the Delta Psi chapter, and our focus over this year was to further the financial stability of our new chapter and promote academic excellence. By furthering our financial stability, we hope that future officers will be able to more easily attend the Rho Chi Annual Meeting and therefore participate in the Rho Chi community on a national level. However, our primary focus was on raising awareness of Rho Chi as an organization within Regis University in order to grow our chapter and foster intellectual achievement among its students. In both of these endeavors, we were successful.

Three events in particular fostered intellectual achievement and promoted the advancement of pharmacy. The first was the joint social event with the University of Colorado’s Rho Chi chapter. This event hosted pharmacy residents so that they could share their knowledge and experiences. Second was the event where P3 Rho Chi members shared tips and study habits to P1 students in order to encourage their success in pharmacy school. Third was the event where Rho Chi members attended a meeting of the pre-pharmacy club in order to answer questions about how to apply to pharmacy schools, give tips for interviews and studying for the PCAT, and share experiences on how to adapt and succeed in pharmacy school.

Since one of the major goals established last year was to participate more actively in Rho Chi nationally, we took a more proactive stance to get a member to the National Meeting. In doing so, we also made contingency plans to ensure a delegate would be able to attend. This was beneficial as we did have to alter our plans as to what delegate would be attending. With the success of our stronger focus on fundraising, we hope that in future years we will be able to support more members attending the Nation Meeting as in prior years finances were a consistent difficulty.

With such a strong focus on intellectual achievement and increasing financial stability for future years, there was less of a focus on philanthropic involvement. Therefore, a major goal for the next years to come will be to promote and maintain philanthropic efforts that we have supported in prior years to foster the ethical mission of Rho Chi. Despite this short-coming this year, the Delta Psi chapter has been successful overall in its endeavors. Our incoming members are enthusiastic and dedicated to the further growth, development, and achievement of the Delta Psi chapter.

**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: