Annual Chapter Report - 2016

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: 05/15/2016

**Name of School/College:** Mercer University College of Pharmacy

**Chapter name and region:** Gamma Alpha Chapter – Region III-S

**Chapter advisor’s name and e-mail address:** Dr. Angela Shogbon**,** Shogbon\_ao@mercer.edu

Dr. Vivian Liao, liao\_tv@mercer.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:** Heather Corbo and Lisa Sargadia

(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.:** 03/01/2016

Past year’s officers and e-mail addresses:

**President:** Elizabeth Barber, Elizabeth.Barber@live.mercer.edu

**Vice President:** Sera Mcnutt, Sera.E.Mcnutt@live.mercer.edu

**Secretary:** Dakota Thaxton, Dakota.Thaxton@live.mercer.edu

**Treasurer:** Cindy Nee, Cindy.M.Nee@Live.mercer.edu

**Historian:** Amber Cordry, Amber.Cordry@live.mercer.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:** Reem Gebrekidan, Reem.Gebrekidan@live.mercer.edu

**Vice President:** Brandon Feil, Brandon.Feil@live.mercer.edu

**Secretary:** Niyati Patel, Niyati.A.Patel@live.mercer.edu

**Treasurer:** Bukola Omotosho, Bukola.Omotosho@live.mercer.du

**Historian**: Joi Brown, Joi.Brown@live.mercer.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 2017**: 35 members

**Class of 2018:**15 members

**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 |
| 5/1/2015 | Executive Board, 6 members | * Facilitate transition of new officers to their new position
* Prepare for Professional Development Network (PDN) presentation
* Discuss Planning of fall initiation Banquet
* Development of Drop Box
* Discussed possible fundraising ideas
 | * Ensured all new officers were transitioned over my the previous position holder
* Delegated parts for PDN presentation
* Contacted venues for Fall banquet
* Created a drop box to add materials to aid with tutoring
 |
| 8/28/15 | 18 members | * Vote in of new members
* Discussed plans for the semester
* GET SMART WEEK
 | Voted in new initiates* Discussed when Tap-in will occur
* Planned GETSMART week in November
 |
| 9/11/2015 | 18 members | * Discussed Banquet planning
* Tutoring information packet for new members
* Tutoring preparation activity
 | * Sent out Google doc to members to gauge how many people will be present for the banquet
* Discussed requirements of members in relation to their tutoring responsibilities.
* Discussed tutoring preparation as well as strategies to be a good tutor
 |
| 11/2/2015 | 35 members | * Chapter Photo
* Discussed upcoming Banquet
* Tutoring responsibilities
 | * Took a chapter photo
* Prepared for the upcoming Fall Banquet
* Discussed tutoring responsibilities
 |
| 1/29/2016 | 35 members | Vote in of new membersDiscussed plans for the semester | Voted in new initiatesDiscussed when Tap-in will occur  |
| 02/26/2016 | 50 members | Introduction of new membersDiscussed tutoring responsibilitiesTutoring activityDiscussed leadership opportunities in Rho Chi  | Introduced new members to the Rho Chi Society, discussed mission and vision of the societyDiscussed Tutoring responsibilities Performed an activity to enhance tutoring skills |
| 3/18/2016 | 50 members | Initiate mandatory meetingsNominations for Executive BoardDiscuss Banquet details | Attendance at chapter meetings is now mandatory and If a member cannot make it, they have to let the advisors know 2 days prior to the meeting with the reason for the absence in order to be excused Conducted nominations for the executive board Discussed details about the Banquet |
| 4/1/2016 | 50 members | Elections | Conducted online voting with all members present for the new Executive board |

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

* Our primary was goal was to enhance our tutoring service and increase student body awareness of Rho Chi tutoring services. This year, the Rho Chi Society has come to the forefront of encouraging academic excellence among students in the College of Pharmacy. Rho Chi is the resource for tutoring at the College of Pharmacy. Rho Chi provides one-on-one student tutoring as well as group led study session for many pharmacy courses. The tutoring service provided by The Rho Chi society has been recognized by the Dean of the College of Pharmacy as being very beneficial and improving student scores at the College of Pharmacy. For this reason, another course was added to the list of courses that Rho Chi tutors for. Additionally, our goal was to create a process that alleviates some of the workload of the tutors and also increase consistency among tutors. We created a drop box to archive all materials used during the tutoring session such that when new tutors are tutoring next year, they will not be starting from scratch. Additionally, our goal was to create a process that alleviates some of the workload of the tutors and also increase consistency among tutors. We created a drop box to archive all materials used during the tutoring session, such that when new tutors are tutoring next year, they will not be starting from scratch. Although this is a great start, there are still some things in this process that need to be ironed out.
* The executive board also wanted to increase student awareness about the tutoring services provided by Rho Chi. For this reason, we employed different forms of communication in order to increase advertisements to the student body. We participated in College wide events including presentations to faculty and students at the Professional development network. I believe these initiatives increased attendance and participation in the Rho Chi tutoring services.
* We also wanted to continue the GET SMART initiative where Rho Chi works with the CDC Get Smart Program in order to promote awareness of proper antibiotics use and fight antibiotic resistance. We conducted GET SMART Week (November 16th-20th) where several activities where planned throughout the whole week in order to raise awareness about proper antibiotic use.

**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)

 **See appendix 1**

**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 Council of Students gives each student organization $2200 to help fund activities that take place throughout the academic year. The Rho Chi Society’s account balance prior to the start of the academic year was $5000. The fall Banquet takes up majority of the budget which ended up costing $2100. Tutoring payment and the fall banquet also takes up a huge amount of the Budget. The budget is determined by the treasurer prior to the start of the academic year and approved by the President. The chapter decided that if at any point chapter expenses exceeded the budget, then a fundraiser would be conducted in order to ensure that the budget is not exceeded. Fortunately, our expenses stayed within our budget and hence there was no need for a fundraiser.

**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 Rho Chi Fall Initiation Banquet occurred on November 5th, 2015 from 6-8pm at the JCT Kitchen & bar. This event was attended by current Rho Chi members, new initiates, Faculty advisors and as well as Rho Chi faculty. The purpose of this event was to officially induct the Fall 2015 Rho Chi students to complete the top 20% of the class of 2017. This was a night of celebration and recognition in honor of the Gamma Alpha chapter. Our speaker was Dr. Melissa Chesson, Pharm.D. She obtained her Pharm.D. at Mercer University and completed a PGY-1 at Emory Hospital. She is currently a Clinical Assistant professor at Mercer University College of Pharmacy.
* The Rho Chi Spring Initiation Banquet occurred on Friday, April 22nd from 12-1pm at Mercer University College of Pharmacy. This event was attended by current Rho Chi members, new initiates, Faculty advisors and as well as Rho Chi faculty. The purpose of this event was to officially induct the top 10% of the Class of 2018. Our speaker was Dr. James Bartling, Pharm.D. Dr. Bartling currently serves as the Associate Dean at the College of Pharmacy.

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

I can confidently say that the Executive Board achieved the goals that was set forth at the beginning of the academic year. There are still some areas that need improvement such as improving the consistency among tutors and enhancing the process of archiving the tutoring materials. However, The Rho Chi Society was successful at increasing student body awareness of the tutoring services provided by Rho Chi. Also, attendance at Rho Chi group tutoring sessions tremendously increased throughout this Academic year. GET SMART was a success however; it could have been better if proper planning was initiated ahead of time. The transition process between the two officers working on the GET SMART initiative did not occur until later in the semester and as such, it hindered the planning process. In order to ensure that this does not occur again, we set a deadline for meeting with the new officers and also ensured that all the new officers were transitioned into their new position prior to the end of the academic year. The presentations conducted at the professional development network at the College of Pharmacy played a big role in increasing student body awareness of The Rho Chi Society. Additionally, conducting these presentations allowed us to achieve the mission of Rho Chi by contributing to the development of intellectual leaders. The Rho Chi Society at Mercer College of Pharmacy has come to the forefront of aiding students who may be struggling academically and encouraging and recognizing intellectual achievement.

**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**

|  |  |
| --- | --- |
| Mercer University, 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.) | Tutoring lectures | GET SMART week  | Group tutoring sessions for core classes as well as individual tutoring sessions for students who may need extra help  | Activity conducted to promote awareness of proper antibiotic use and to fight antibiotic resistance  | This activity stimulates critical inquiry to advance pharmacy; it contributes to the development of intellectual leaders and encourages intellectual achievement.  | >30 years | 2 years | We created a drop box to archive all materials used during the tutoring session, such that when new tutors are tutoring next year, they will not be starting from scratch. This will also allow for consistency among tutors. | In order to increase participation from the college of Pharmacy, we advertised the event several weeks ahead and also used several different forms of communication. This increased the amount of students who participated in GET SMART week and thus increased their knowledge about the proper use of antibiotics | 50 | 20 | 450 | 100 | No budget required | No budget required |  |
| College of Pharmacy Events [non-academic, non-patient outreach] | Professional Development Network Presentations | Presented two presentations to the College of Pharmacy on “How to Dress for Success” and “Study Skills” |  This activity aligns with the mission of Rho Chi in that it encourages intellectual achievement and contributes to the development of intellectual leaders | 2 | In order to increase audience participation, an interactive portion was included into the presentation to ensure that the audiences were engaged. Additionally, during the study skills presentation, students were taught different strategies to utilize in order to retain the information that they learn.  | 6 | 120 | No budget required |
| Patient Outreach Events/ Community Service | Service Learning Event | Provide antibiotics education and perform blood pressure screening  | This activity fosters collaboration and promotes community outreach | 1 | N/A | 5 | 10 students150 patients were present at the event | This event did not require any amount of money from our budget |
| Fundraising Events | N/A | N.A | N/A | N/A | N/A | N/A | N/A | N/A |

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

Financial Budget

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **ITEM** | **Amount Debited ($$ spent)** | **Amount Credited ($$ raised)** | **Balance** | **Comment** |
|  |  |  |  |  |
|  |  |  | **$5000.00** |  |
| **COS Reimbursement** |  | **$2200.00** | **$7200.00** |  |
| **Fall Banquet** | **$2100** |  | **$5,100.00** |  |
| **Spring Banquet** | **$378.00** |  | **$4722.00** |  |
| **Graduation Cords** | **$375** |  | **$4347.00** |  |
| **Tutoring Payment** | **$587.5** |  | **$3759.50** |  |
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