Gamma Kappa Chapter Annual Chapter Report - 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.

Date of report submission: 5/15/17

**Name of School/College**: Midwestern University Chicago College of Pharmacy

**Chapter name and region**: Gamma Kappa Chapter, Region IV-W

**Chapter advisor’s name and e-mail address**: Milena McLaughlin, mmclau@midwestern.edu

**Delegate who attended the Rho Chi Annual Meeting:** Avani Patel

**Date delegate’s name submitted to Rho Chi:** 3/19/17

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

**President**: Avani Patel, apatel76@midwestern.edu

**Vice President**: Stephanie Kim, skim44@midwestern.edu

**Secretary**: Alfredo Traversa, atraversa71@midwestern.edu

**Treasurer**: Krina Modi, kmodi26@midwestern.edu

**Historian**: Heela Baha, hbaha95@midwestern.edu

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

**President**: Kaitlin Kelly, kkelly5@midwestern.edu

**Vice President**: Adrian Bosowski, abosowski18@midwestern.edu

**Secretary**: Alyssa Arway, aarway99@midwestern.edu

**Treasurer**: Shannon Kuhrau, skuhrau53@midwestern.edu

**Historian**: Kellie Ayres, kayres96@midwestern.edu

**Number of Rho Chi student members at college or school, listed by class year and program**:

* Class of 2017: 44 members
* Class of 2018: 33 members
* Class of 2019: 40 members

**Meetings**:

|  |  |  |  |
| --- | --- | --- | --- |
| **Date** | **Attendance** | **Agenda** | **Action Steps** |
| **4/27/16** | 10 current and past E-board officers and advisor | To transition all pertinent information from current officers to new officers | -Transition all material between current and new officers including operational functions, spreadsheets and budgeting information  -Discuss the current state of the Gamma Kappa chapter  -Discuss fundraisers, speakers, and review session events |
| **9/6/16** | 1 E-board and advisor | To fulfill the advisor meeting and prepare for the year | -Discuss upcoming Fall quarter events as well as events for the year |
| **9/9/16** | 5 E-board, 2 chair officers and advisor | To discuss over summer events, to discuss review sessions, and to plan events for Fall quarter | -The new review session chairs, Amy Hoang and Cameron Cluff planned for new ways to host review sessions  -Organized philanthropy event for the AIDS Run/Walk in Chicago, IL  -Plan for the Communications workshop Dress Down Day fundraiser  -Began creating t-shirt design for fundraiser and organization fair poster board/activities |
| **9/12/16** | 5 E-Board, 2 chair officers and 33 members | To update general body members on Fall quarter events and Rho Chi requirements | -Members must complete one philanthropy event per year, attend all guest speaker events, attend all GBM and tutor in one review session per quarter  -Shared information on AIDS Run/Walk, t-shirt fundraiser, organization/mini-health fair, Dress Down Day fundraiser  -Introduced new tutoring chair members Amy Hoang and Cameron Cluff |
| **11/4/ 16** | 5 E-Board, 2 chair officers and advisor | To discuss upcoming events and review Fall events | President: Finalize the Dean’s List Luncheon event, e-mail Dean’s office to verify.  Vice President: Organize Feed My Starving Children (FMSC) and sign up for upcoming Snow Day fest  Treasurer: Report finances monthly, have food delivered for Dean’s List Luncheon  Historian: Partner with other organizations on campus to increase our presence, update page |
| **1/9/17** | 5 E-Board, 2 chair officers and 33 members | To discuss upcoming Winter quarter events: speaker event, fundraisers, volunteer and review session requirements | -Inform about speaker event with Dr. Gettig for 01/13/2017  -Inform about speaker event with Dr. Vyas in collaboration with Phi Lambda Sigma for 01/27/2017  -Organize philanthropy events: MWU Mini Health Fair & Snow Day  -Organize dress down day fundraiser for PS-1 compounding lab  -Continue to explore opportunities with collaborations  -Information Session with Phi Lambda Sigma |
| **3/15/17** | 5 E-Board, 2 chair officers and advisor | To discuss Spring quarter events: guest speaker event, fundraisers, volunteer and review session requirements | -Discuss upcoming initiation, Spring general body meeting, new initiate meeting.  -Discuss the Rho Chi Annual Meeting in San Francisco, CA  -Prepare for the Chapter Achievement Award Finalist requirements to present at the annual meeting  -New Fundraiser ideas for the quarter |
| **3/22/17** | 5 E-board, 2 chair officers and 33 members | To discuss potential members and Spring quarter events | -Present the video created for the finalist requirement to our members, information about the Rho Chi Annual Meeting  -New Review Session schedule available for members to sign-up  -Speaker Event with Dr. Phillips on Emotional Intelligence in Everyday Life with Phi Lambda Sigma  -Rho Chi T-shirt fundraiser for current and new initiates  -Continue to have a social media presence through Facebook |
| **3/29/17** | 5 E-Board Officers + 40 prospective members | To welcome candidates and explain the mission, vision and goals of Rho Chi, as well as society requirements | -Discussed initiation dates, initiation fee, selection of jewelry  -Discussed vision, mission and goals of Rho Chi Gamma Kappa  -Discussed membership requirements  -Discussed elections coming up and initiation night |
| **4/4/17** | 4 E-Board, 2 chair officers and advisor | To discuss the award gala and initiation ceremony | -Reviewed initiation script  -Accounted for all necessary items needed for initiation ceremony  -Planned meeting time for day of initiation  -Planned upcoming elections and transition meeting |
| **4/10/17** | 5 E-board officers, 38 new members and advisor | To have the new Rho Chi class vote for their chapter officers for the 2017-2018 academic year | -Candidates gave speeches and members placed paper ballots voting for their peers; ballots were counted by current E-board officers and faculty advisor  -Results: President: Kaitlin Kelly, VP: Adrian Bosowski, Secretary: Alyssa Arway, Treasurer: Shannon Kuhrau, Historian: Kellie Ayres |
| **4/19/ 17** | 7 old and 5 new E-board officers and advisor | To transition between current and new E-board and discuss Spring quarter events | -Transfer all organization files and spreadsheets from one officer to another  -Confirm Spring quarter speaker event and place food order  -Confirm Dean’s List Luncheon and expectations from e-board  -New E-board will finalize the candidates for review session chair positions |

**Strategic Planning**: What goals were set that relate to the Rho Chi mission?

This year, the Gamma Kappa chapter executive board members set the short-term goal of taking on a more active role on campus in achieving our ultimate mission of advancing intellectual leadership. In order to contribute to the development of intellectual leaders, our goal was to expand Rho Chi’s presence in the community by participating in novel philanthropy events and we wanted to further expand and develop the peer-tutoring program. As a result, we decided to change the name of tutoring program to “review sessions” in order to increase attendance from first and second year pharmacy students. Tutoring may appear to have a negative connotation that a student was failing whereas a review session did not have this connotation. With these goals, each member was to participate in at least one philanthropy event per year and participate in at least one review session per quarter. Next, the executive board set out to foster collaboration between other organizations on campus, such as Phi Lambda Sigma, as well as collaborating with healthcare professionals from Northwestern Memorial Hospital. To promote the highest ethical standards and to stimulate critical inquiry to advance pharmacy, the Gamma Kappa chapter decided to host at least one speaker event every quarter. At least three speaker events per year would enlighten members and nonmembers about various topics that would help student pharmacists advance the profession. Finally, we took the initiative to host a Dean’s List Luncheon per quarter for pharmacy students who received a Dean’s List letter. This allowed us to stimulate and encourage the development of intellectual leaders and advancement in pharmacy. To do so, we worked closely with the Dean’s office to organize this event for the respective recipients. To make the planned events possible, we held various fundraisers throughout the year.

**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). 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.

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| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Gamma Kappa Chapter, Midwestern University Chicago College of Pharmacy Activity Table** | | | | | | | | |
| **Category** | **Title of Activity** | **Description** | **Mission1** | **Years** | **Improvements to Ongoing Activities** | **Members** | **NRC2** | **Financial** |
| **Intellectual Leadership Activities** | Rho Chi and Phi Lambda Sigma “Success Principles 101 – What You Wish You Learned In School” | Our Rho Chi chapter paired up with the MWU Phi Lambda Sigma chapter to set up an event focused on networking, leadership skills, and how to be a well-rounded pharmacy student outside of school. Alumni Dr. Veeral Vyas was the guest speaker who educated members and non-members on how to look beyond a classroom setting to attain great achievements in the career of pharmacy from experience | B, C, E | New event | N/A | 33 | 13 | $35 was spent on food for the event |
| Assessment of Student Learning: Focus on MCQ Speaker Event | Dr. Jacob Gettig was the guest speaker during Winter quarter to discuss the method of assessing multiple-choice question. He educated members on how to write successful test questions in order to enhance the quality of MCQs written for the review session program | B, C | Ongoing event | N/A | 33 | 3 | None |
| Rho Chi and Phi Lambda Sigma “Emotional Intelligence in Everyday Life” | Our Rho Chi chapter paired up with the MWU Phi Lambda Sigma chapter in Spring quarter. MWU faculty, Dr. Phillips spoke about the importance of emotional intelligence and how it fits into our daily life as students and as future pharmacists | C, E | New event | N/A | 73 | 15 | $54 was spent on food for the event |
| How To Seek Mentorship & Its Importance | Dr. Kliethermes was the guest speaker during Spring quarter to educate students about the importance of mentorship in the career of pharmacy. As a mentor herself, she informed students about the benefits of having a mentor and how to obtain an appropriate one | B, C, D | New event |  | 73 | 0 | None |
| Dean’s List Luncheon | Our Rho Chi chapter hosted a luncheon for students on the Dean’s List from the Spring, Fall, and Winter quarters. Students. Students who obtained a GPA of a 3.5 or higher from these quarters were invited to celebrate their accomplishments. Dean Fjortoft gave a short recognition and inspirational talk and students were provided a free lunch on behalf of Rho Chi. | A, B, C, D | New event | N/A |  | Fall: 90; Spring: 99 | $444 was spent on the event in the Fall and $340 was spent in the Spring |
| Weekly Peer-Review Sessions | Each quarter, Rho Chi members participated in the peer-review sessions as tutors for P-1 and P-2 students. Each session was geared to prepare tutees on upcoming examinations. The tutors each created three or more multiple-choice questions to facilitate a learning environment and gauge the tutee’s understanding of lecture material. In the Fall and Winter quarters, we organized multiple review sessions every week with at least 5 members per session. Then, in the Spring quarter we changed the scheduling of the sessions to 1 to 2 sessions per week with 5-7 members per session. | A, C, E | 3 years | Each quarter, we brainstormed ideas that would enhance the experience during the review sessions. Based on feedback from underclassman, we plan to implement online platforms for students to ask questions. | 33 per quarter | 200 | $50 was spent on healthy snacks as an incentive for tutees to attend review sessions |
| P-1 Survival Guide | For the incoming PS-1s, we created a “Survival Guide” that provided information on how pharmacy school differs from undergraduate work, study tips to stay on top of schoolwork, along with test taking strategies. This was provided to students at the information organization fair held on campus. | C, E | Ongoing event | The Rho Chi E-Board promoted the Gamma Kappa Facebook page this year and had students download the P-1 survival guide from the Facebook page. | 5 | 200 | None |
| **College of Pharmacy Events** | Midwestern University (MWU) Organization Fair | Rho Chi executive board members prepared a poster board and printed handouts to participate in MWU’s annual organization fair. All students on campus attend this event to learn about the clubs and leadership opportunities that are available to help them learn and grow. | A, C | 3 years | N/A | 5 | 200 | $17 was spent on printing fees for the handouts |
| Rho Chi Gamma Kappa Facebook Page | The Gamma Kappa Facebook page was developed to increase campus awareness of our chapter and the services that we provide, including weekly tutoring announcements. | A, C | New | N/A | 6 | 100  + | None |
| **Patient Outreach Events/ Community Service** | Chicago AIDS Run/Walk | The AIDS Run/Walk Chicago is a fundraising event. Rho Chi members collaborated with the Northwestern Medicine team for this event. | C, E | 2 years | N/A | 2 | 1000+ | None |
| Feed My Starving Children (FMSC) | Rho Chi members volunteered at this non-profit organization in order to work as a team to pack meals for children in third world countries. | D | 2 years | N/A | 7 | 300  + | None |
| Midwestern University (MWU) Community Health Fair | Rho Chi members educated patients on stress and its detrimental effects on health. Appropriate ways to relieve stress were discussed with patients using an activity board. | B, D | 3 years | N/A | 6 | 45 | None |
| American Pharmacists Association Heart Month Health Fair | Rho Chi members created a poster board to educate students and faculty on stress and its effects on health. An activity board was created to encourage participation from students and faculty to share their methods of stress relief. | B, E | 2 years | N/A | 6 | 65 | None |
| **Fundraising Events** | Class of 2017 T-Shirt Fundraiser | Designed, organized, distributed and coordinated a fundraiser for the class of 2017 T-shirt. | E | 4 years | Members provided input before design submission. | 44 | 46 | Fundraised $451.50 |
| P-3 Communications Workshop Dress Down Day Fundraiser | Coordinated a dress down day fundraiser for students to skip formal attire during a communications workshop. | B | 4 years | The date for this fundraiser was developed during an exam week to increase participation. | 6 | 42 | Fundraised  $107 |
| P-1 Compounding Dress Down Day Fundraiser | Coordinated a dress down day fundraisers for students to skip formal attire during a compounding lab day. | B | 4 years | We paired up with the course director to increase advertising of the event. | 6 | 53 | Fundraised $50 |
| Rho Chi Long/Short Sleeved (RX) T-Shirt Fundraiser | Designed and coordinated a fundraiser for all members with a long sleeved t-shirt containing the Greek letters Rho Chi (PX). | A | 2 years | N/A | 19 | 0 | Fundraised $78 |
|  | Chipotle Fundraiser | Coordinated a profit-share fundraiser with Chipotle | B | 1 year | Made flyers and spread the word via social media. |  |  | Fundraised $35 |

As a continuation from previous year, the Gamma Kappa chapter continued to emphasize what Rho Chi is for students on and off campus by updating the chapter Facebook page (<https://www.facebook.com/mwurhochi/>) solely dedicated to any pharmacy students. In addition to promoting awareness and accessibility, we created a chapter G-mail address ([rhochimwu@gmail.com](mailto:rhochimwu@gmail.com)). With these communication platforms, we were able to share information about Rho Chi’s mission, upcoming events, updates, and numerous pictures of our members engaging in activities ranging from awareness runs/walks to health fairs and other volunteering events.

To strengthen our weekly review sessions, we have made changes in the sessions to account for more attendance. For example, instead of hosting only one session a week, we hosted multiple sessions per week for the P-1 and P-2 courses. This way, we are allowing for students to come in multiple times for their exams. As a result, we prepared the materials in advance for the multiple sessions per week. We continued the use of our Facebook page to promote the weekly session and also allowing students to ask questions about material from the P-1 and P-2 courses via the “tutoring” tab, allowing students to take on a more active role in their education.

As a chapter, we also participated in numerous community service events. These events included the AIDS Run/Walk and Feed My Starving Children. Each event was dedicated to helping our community members. By participating in the AIDS Run/Walk, we were able to help raise awareness while collaborating with the Northwestern Medicine team. By participating in Feed My Starving Children, we were able to package meals to children of underserved countries. Additionally, we participated in several health fairs, including the MWU Community Health Fair and the APhA Heart Month Health Fair. Rho Chi has participated and helped educate patients about Stress & Health and methods to cope with it. By participating in these different health fairs, we were able to target students and community members about the importance of maintaining health while under stress, whether that is related to personal stress, school or work stress. As a chapter, we plan to continue this collaboration with different pharmacy organizations to educate community members.

Finally, we hosted a variety of speaker events on campus that would contribute to the development of intellectual leaders. Our first speaker event included a recent MWU alumnus, Dr. Veeral Vyas, who is a pharmacist at CVS. Dr. Vyas was highly involved on and off campus as a leader; he spoke on Success Principles 101—What You Wish You Learned In School in collaboration with Phi Lambda Sigma. He educated members and nonmembers about the importance of networking skills, time management skills, leadership skills, and various other skills required to be a successful pharmacist. It was our goal to educate students in an inspirational manner on how to become a successful leader. Next, in order to help our tutors develop appropriate questions for the peer review sessions, Dr. Jacob Gettig, assistant Dean of Post-Graduate Education at MWU, presented on how to write appropriate multiple-choice questions. The skills that Dr. Gettig taught our members have advanced the development of the review session program. In collaboration with Phi Lambda Sigma, we hosted Dr. Jennifer Phillips, an Associate Professor in Pharmacy Practice at MWU, to present on Emotional Intelligence in Everyday Life. She was able to provide real situations that dealt with emotional intelligence; how it is crucial all future leaders are aware of this, and how to raise emotional intelligence score. This event was informative for members and nonmembers to establish this skill in their daily lives. We hosted Dr. Mary Kliethermes, a Vice Chair of ambulatory care and Professor at MWU, who presented a discussion on the importance of mentorship and how to seek an appropriate one. In addition to this, we invited P-4 Rho Chi members who have attained a post-graduate opportunity to provide valuable experiences and advice for our members. This was particularly important for us as a chapter primarily because we want our members to understand why a mentor is important as a future healthcare provider and also due to the involvement of the Rho Chi P-4 members. Lastly, we initiated a quarterly Dean’s List Luncheon for Dean’s List recipients from the previous quarter. At this event, we invited our college of pharmacy Dean Nancy Fjortoft to provide a few inspirational words for students, congratulating on their achievements, and encouraging them to strive for this every quarter. This event has turned out to be successful and appreciated by students of pharmacy, therefore, we hope to continue this new event. All of these speaker events were great opportunities to help promote and facilitate the academic and professional advancement of our members while fostering collaboration.

**Financial/ Budgeting**: Provide information on how your budget was determined and approved and how it supported your chapter’s activities. Include information on fundraising that was conducted to meet this budget.

The budget was determined by the availability of funds from the prior academic year and an annual organization stipend that is given to organizations on campus from student services. Our Gamma Kappa chapter began the year with $4751.00 after carrying the previous year’s budget forward along with the annual stipend. This budget is approved by Midwestern University’s student services office from Michele Larson. Additionally, we also directly added funds to our chapter by completing several fundraisers. For our first fundraiser, we designed Class of 2018 pharmacy t-shirts which were sold to all members of our graduating class ($451). After that, we completed 2 fundraisers that were held in the winter and the spring that allowed PS1 and PS3 students to participate in dress down days for their compounding lab or clinical skills lab ($107 and $20, respectively). Another fundraiser was completed during the spring quarter, in which we sold Rho Chi Gamma Kappa long and short sleeve t-shirts to PS2-PS4 Rho Chi members ($74). We hosted one more profit-share fundraiser with a local Chipotle, in which 50% of any sales from a 4-hour block on a day of our choosing will go to our organization. The fundraising activities greatly contributed to our chapter's success this year because we were able to offer a limited amount of food (e.g. pizza) at our tutoring sessions and guest speaker events as well as support the all-new Dean’s List Luncheons. This resulted in a greater turnout for our tutoring sessions compared to the past. The extra funds also allowed us to give back to the community by preparing informational handouts and poster boards when attending organization and health fairs.

**Rho Chi Gamma Kappa Chapter Annual Financial Report**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Item** | **Amount debited (spent)** | **Amount credited (raised)** | **Balance** | **Comment** |
| Balance Forward from Last Year |  |  | 4751 |  |
| Organization Fair supplies | 36 |  | 4715 | To: Avani Patel |
| Dress Down Day Fundraiser (PS3) |  | 107 | 4822 |  |
| Budget Transfer |  | 350 | 5172 |  |
| Review Session snacks | 26 |  | 5146 | To: Avani Patel |
| Finals Review Session-Pizza | 32 |  | 5114 | To: Cameron Cluff |
| Class T-shirt order (Matthew’s Bookstore) | 839 |  | 4275 |  |
| Class T-shirt Payments |  | 1290 | 5565 |  |
| Michele Larson-Replenishment | 29 |  | 5536 |  |
| Pizza for GBM (1/9/17) | 73 |  | 5463 |  |
| Dean’s List Luncheon Jimmy Johns (1/18/17) | 444 |  | 5019 |  |
| Dress Down Day Fundraiser (PS1) |  | 50 | 5069 |  |
| Dr. Gettig- Speaker event snacks | 30 |  | 5039 | To: Avani Patel |
| Rho Chi/PLS speaker event- Pizza (1/27/17) | 52 |  | 4987 | To: Danya Faruqi |
| Dunkin’ Donuts for GBM (3/22/17) | 98 |  | 4889 | To: Krina Modi |
| Pizza for new initiate meeting (3/29/17) | 92 |  | 4797 |  |
| Member T-shirt order (Matthew’s Bookstore) | 474 |  | 4323 |  |
| Member T-shirt payments |  | 552 | 4875 |  |
| Dean’s List Luncheon Jimmy Johns (4/21/17) | 340 |  | 4535 |  |
| Rho Chi/PLS speaker event-Pizza  (4/28/17) | 54 |  | 4481 | To: Aisha Alsliman |
| Chipotle Fundraiser (5/3/17) |  | 35 | 4516 |  |
|  |  |  |  |  |
| **FINAL BALANCE** |  |  | **$4516** | **End of year balance** |

**Initiation Function**:

The Rho Chi Initiation ceremony took place on April 7, 2017 at Midwestern University Chicago College of Pharmacy in Little John Hall at 5 PM. All of the chapter officers on the executive board attended the meeting as well as the chapter advisor. The advisor and president started the initiation ritual by welcoming the new initiates which was followed by the traditional speeches from the Rho Chi National website by all of the chapter officers. The initiates promised to uphold the values and morals of the Rho Chi Honor Society and proceeded to sign their name into a bound book to signify their acknowledgement of the society’s standards of membership. The new initiates were greeted by all of chapter’s officers and Dean Nancy Fjortoft by a warm handshake.

**Evaluation/Reflection**:

Throughout this year, as a chapter, we emphasized creating a better learning environment for our members and nonmembers via hosting numerous review sessions and speaker events. As an executive board we appointed two review session chairs to facilitate the review sessions while also working with faculty to acquire the lecture materials. Overall, these changes went quite well, however, there is always room for improvement. We plan to implement the use of online platforms to allow for students to ask questions while also maintaining on campus sessions when necessary. We have discussed incorporating professors on the online review sessions as well; this can serve as a way for students to ask questions to both the review session chair as well as respective lecturer. We want to also improve the timings for these sessions to allow for more attendance. During the last few weeks of spring quarter, we begun hosting the sessions during lunch hours rather than after classes for students to stop by and clarify any concepts for their upcoming exams.

Lastly, and perhaps most importantly, as a chapter we would like to increase our involvement with other organizations on campus next year. This year hosted multiple events together with the Phi Lambda Sigma Leadership Society on campus and in the future we would like to collaborate with other campus organizations to not only increase our awareness on campus but to facilitate interprofessional collaboration through various speaker events, socials, and volunteer events. We plan to host speaker events geared towards what members would value from as they are approaching P-4 year and seeking post-graduate opportunities.

**Other information**:

Health fairs offer a great way of reaching out to the community to help raise awareness on major health issues and provide services to underserved members. This is done through various programs that include free health screenings and administration of flu shots. The formality of being at a doctor’s office or walking up to the pharmacist in their white coat at your local pharmacy can sometimes be intimidating, preventing some patients from asking simple questions about their health and receiving annual health screenings. However, health fairs may help to eliminate this barrier. They open up the door to connecting with a greater number of patients in a welcoming environment that is ready to provide them with the counseling and education they need to live a healthier lifestyle. This is why Rho Chi enjoys participating in health fairs. As a professional healthcare organization, we see the opportunity to impact patients and increase their awareness in the role pharmacist’s play and the ways we can help them, ultimately encouraging patients to better utilize pharmacists in the future.