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.

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: July 5, 2017

Name of School/College: Shenandoah University

Chapter name and region: Gamma Omicron, Region III - Mid-Atlantic

Chapter advisor’s name and e-mail address: David W. Newton, Ph.D., [dnewton@su.edu](mailto:dnewton@su.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: David W. Newton, Ph.D., [dnewton@su.edu](mailto:dnewton@su.edu) for both the Winchester and Ashburn campuses of the Bernard J. Dunn School of Pharmacy of Shenandoah University

Delegate who attended the Rho Chi Annual Meeting: Gamma Omicron chapter did not have a delegate attend the 2017 Rho Chi annual meeting.

(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.: None.

Past year’s officers and e-mail addresses: for 2016-2017\*

President: Marlena Martin, [mmartin14@su.edu](mailto:mmartin14@su.edu)

Vice President: Eric Stottlemyer, [estottle10@su.edu](mailto:estottle10@su.edu)

Secretary: Alayna Ribovich, [apeters113@su.edu](mailto:apeters113@su.edu)

Treasurer: David W. Newton, Ph.D., [dnewton@su.edu](mailto:dnewton@su.edu)

Historian: Bich-Ngoc (Serena) Tran, [btran14@su.edu](mailto:btran14@su.edu)

\*Initiated and inducted April 1, 2016 when they were P2 year students.

New officers and e-mail addresses for next academic year: 2017-2018\*\*

(If not yet elected, please indicate date of anticipated election and report names within one week of election)

President: Kamran Mehta, [kmehta15@su.edu](mailto:kmehta15@su.edu)

Vice President: Katelyn Bridge, [kbridge15@su.edu](mailto:kbridge15@su.edu)

Secretary: Lauren Wright, [lwright15@su.edu](mailto:lwright15@su.edu)

Treasurer David W. Newton, Ph.D., [dnewton@su.edu](mailto:dnewton@su.edu)

Historian: Amanda Pettyjohn, [apettyjo12@su.edu](mailto:apettyjo12@su.edu)

\*\*Initiated and inducted March 31, 2017 when they were P2 year students.

Number of Rho Chi student members at college or school, listed by class year and program (and by campus if more than one campus):

2017-2018 P4 year Inova Center for Personalized Health, ICPH, in Fairfax, VA as of June 2017 (formerly Ashburn, VA): 3

2017-2018 P4 year Winchester: 14

2017-2018 P3 year Inova Center for Personalized Health, ICPH, in Fairfax, VA as of June 2017 (formerly Ashburn, VA): 8

2017-2018 P3 year Winchester: 6

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 |
| 4/13 | A & B (P2s only) | Plans for upcoming year | -Jubilee Kitchen:  Spring and Fall  -Tutoring requirements  -Social event ideas |
| 8/16 | A & B (All P3 members only) | Goals/by-laws/tutoring/plans for the semester | -Tutoring schedule  -Academic Success Seminar Hour  -Order T-shirts |
| 10/10 | A & B (All P3 members) | Plans for Jubilee kitchen/tutoring schedule | -Jubilee Kitchen: free flu shots, BP screening, and glucose screening  -Tutoring schedule |
| 1/11 | E-board | E-board meeting to discuss plans for spring semester | -Submit ideas at the general meeting |
| 1/30 | A & B (All P3 members) | General meeting to discuss plans for the spring semester | -Faculty Jeopardy  -Research Symposium  -White Coat Fundraiser |
| 4/21 | A & B (P3 and P2 members) | Elections | -Voted for new officers |

A – Winchester campus

B – Ashburn campus

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

The Gamma Omicron chapter of Rho Chi set forth several goals that related to the Rho Chi mission. One goal was to promote the utilization and increase first year students’ awareness of of our tutoring services as well as improve on the effectiveness of our tutoring services, which encourages intellectual achievement and contributes to the development of intellectual leaders. To foster collaboration our chapter proposed to partner with SNPhA and CPFI for two health fairs in order to offer more services. Our chapter planned to recognize P1 students who earned a 4.0 GPA during the fall semester at our annual awards ceremony as a way to encourage and recognize intellectual achievement. Another goal was to improve attendance and awareness of the research symposium in order for students to be more aware of the research being conducted at our university. This goal aligns with the mission to stimulate critical inquiry to advance pharmacy.

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)

Please refer to 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 chapter advisor and officers deliberate and approve the annual budget. It was managed generally based on expenditures and revenue from the past two years when planning and conducting similar activities in 2016-2017. The major fundraising activities were a white lab coat sale and $55.00 lifetime Chapter dues from each new initiate.

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 annual Gamma Omicron Chapter initiation was held Friday, March 31, 2017 in auditorium 109 of the Health Professions Building on the Winchester, VA campus of the Bernard J. Dunn School of Pharmacy of Shenandoah University. The new initiates included 14 P2 students (8 from Ashburn and 6 from Winchester) and 3 faculty members. Attendance of approximately 100 persons included all 17 new members, all chapter officers and advisor, several other chapter members, family members and friends of the initiates, and faculty members. The ceremony was followed by a fellowship with of light refreshments and celebratory photographing.

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

Our tutoring service was a primary focus for our chapter this year. Overall this activity was successful are more students requested to meet with our tutors than last year (20 vs. 27), and we extended our services by offering virtual tutoring sessions if a tutor was available on a different campus. Also, we were able to get equal participation from all chapter members by requiring each member to volunteer once within a specified cycle ensuring ample tutor availability for students who needed assistance. An area to improve on is to have tutor training available for our members in order to learn different teaching styles/techniques and improve the efficiency and effectiveness of the tutoring sessions.

This year our chapter collaborated with CPFI and SNPhA for two health fairs at a local soup kitchen. In October, the focus was on providing free flu vaccines, blood glucose screenings, and blood pressure screenings. In the spring, our chapter provided blood pressure screenings, smoking cessation information, and medication adherence handouts. This event was successful as we were able to provide 27 flu shots to community members in the fall, and we interacted with approximately 40 people at the spring health fair. A possible area of improvement is to increase the amount of donate supplies (pill boxes, med rec pocket guides, etc.) to distribute at the health fairs. Another possible improvement is to increase participation of our chapter members as many members who participated helped at both health fairs in order to ensure there were enough volunteers while other members did not attend either health fair.

Our activities promoting intellectual achievement, study strategies presentation, faculty jeopardy, and research symposium, we successful as well as we had great attendance at these events and received positive feedback that these events were executed well and the audience enjoyed the events. An area of improvement for these events in the future are to increase advertisements to increase awareness amongst other health professional students within our building who may be interested in attending these events. Fundraising was also more successful this year as we raised slightly more money than last year from our White Coat Fundraiser. Fundraising could be improved by again marketing this fundraiser to other healthcare professional students who may need a replacement white coat and by creating another fundraiser. By having more funds our chapter may be able to offer more resources to the community at our health fairs.

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

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Gamma Omicron, Shenandoah 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 | Rho chi members provided study strategies and clarified material pertaining to courses | Tutoring may help “contribute to the development of intellectual leaders” by helping students recognize their potential to succeed.  Tutoring also “promotes highest ethical standards” by providing help for those who need it. | Approx. since 2005 | All of the tutoring requests are documented on an Excel spreadsheet. The tutor coordinators contacted each student after each session to make sure that the session was helpful and successful. Proposed changes for next year is to provide tutor training to members to improve the effectiveness of the tutoring sessions held. | 14 | 27 | N/A |
| Intellectual Leadership Activities (i.e., tutoring, sponsored lectures, poster sessions, etc.) | Research Symposium | Faculty and students discussed their work on current and past research projects | This activity “encourages and recognizes intellectual achievement” by allowing students to be recognized for their research projects. It “contributes to the development of intellectual leaders” by allowing students to recognize potential research opportunities. | Approx. since 2011 | N/A | 10 | 24 | N/A |
| Intellectual Leadership Activities (i.e., tutoring, sponsored lectures, poster sessions, etc.) | Studying Strategies | The head of the tutor program from main campus gave a presentation about various studying strategies/habits. | This activity  “contributes to the development of intellectual leaders” by providing tips to succeed in pharmacy school. | 1st year (2016) | N/A | 14 | 100 | N/A |
| College of Pharmacy Events [non-academic, non-patient outreach] | Faculty Jeopardy | 3 teams of 2 faculty members compete to answer questions about material taught at the pharmacy school. | This event “encourages and recognizes intellectual achievement” by allowing faculty members to compete by answering questions about therapeutics. This also “fosters collaboration” between Rho chi members and faculty. | Since 2015 | No evaluations are done for this event. Success is confirmed by the reaction of the audience. | 8 | 136 | Budget required - $24.91 – for awards for winning team |
| Patient Outreach Events/ Community Service | Jubilee Kitchen | Fall - Free flu shots  Spring – Health fair | These events “stimulate critical inquiry to advance pharmacy” by allowing people to recognize that pharmacist can administer vaccinations and provide vital health information | Approx. since 2010 | N/A | 13 | Fall – 27  Spring – 35 | N/A (donations) |
| Fundraising Events | White Coat Fundraiser | Fundraiser for new white coats | N/A | Estimate since 2010 | Success is determined by the amount of profit. Orders were processed through an online company to achieve a greater profit. | 9 | 48 | Budget – 1698.46  Fundraising Profit – $358.87 |

Guidelines:

1. For each activity within a category use a separate line in the table (you may add more lines as you see fit)
2. Keep your descriptions of each activity brief limiting overall table to 3 pages or less.

Appendix 2

Rho Chi Chapter Annual Report Template and Example.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **DATE ~~ITEM~~** | **Amount Debited ($$ spent)** | **Amount Credited ($$ raised)** | **Balance**\* | **Comment** |
|  |  |  |  |  |
| May 31, 2016 |  |  | 1556.89 | Checking balance after 2015-2016 credits and debits |
| Aug. 3, 2016 | 301.65 |  | 1255.24 | Rho Chi logo t-shirts to wear at School and community service activities |
| Feb. 24, 2017 |  | 754.50 | 2009.74 | Sale of white lab coats to P1-P3 students and Chapter dues from some 2017 new member candidates |
| Mar. 2, 2017 |  | 1680.00 | 3689.74 | Chapter dues from 14 new member candidates |
| Mar. 3, 2017 | 1235.00 |  | 2454.74 | National dues for 19 new members |
| Mar. 3, 2017 |  | 120.00 | 2574.74 | Chapter dues from 1 new member candidate |
| Mar. 6, 2017 | 134.52 |  | 2440.22 | Reimburse P3 member for paying for white lab coat sale samples |
| Mar. 6, 2017 |  | 2057.33 | 4497.55 | Proceeds from white lab coat sale |
| Mar. 10, 2017 | 1698.46 |  | 2799.09 | Payment to Uniform City (Scrubs & Beyond) for white lab coats and monograming |
| Mar. 22, 2017 | 84.00 |  | 2715.09 | 60 color 3-page initiation ceremony programs |
| Mar. 23, 2017 | 31.00 |  | 2684.09 | Bank fee to cancel $1698.46 payment Mar. 10, 2017 after payee reported not receiving check |
| Mar. 23, 2017 |  | 1698.46 | 4382.55 | Restore cancelled payment of Mar. 10, 2017 |
| Mar. 24, 2017 | 1698.46 |  | 2684.09 | Pay Dr. Marian Newton for charging cost of white lab coats from Uniform City (Scrubs & Beyond) to her personal credit card |
| Mar. 30, 2017 | 24.91 |  | 2659.18 | Trophies for 3rd annual Pharmacy Faculty Jeopardy winners |
| Apr. 5, 2017 |  | 39.00 | 2698.18 | Proceeds from white lab coat sale |
| Apr. 12, 2017 | 255.22 |  | 2442.96 | Stethoscopes for 5 P1 students who earned first semester 4.0 GPA |
| Apr. 12, 2017 | 114.76 |  | 2328.20 | Food for Mar. 31, 2017 new members induction ceremony |
| Apr. 30, 2017 |  |  | 2328.20 | Bank statement balance |
| **(Apr. 30, 2017 - May 31, 2016 )**  **net difference = $771.31** |  |  |  |  |
| \*Main 2016-2017 compared to 2015-2016 difference was lower 2016-2017 expenditure for induction ceremony food. |  |  |  |  |