### Annual Chapter Report Outline

Please complete your Annual Chapter Report and submit to the National Office by May 15.

**Date of report submission:** 2017-05-15

**Name of School/College:** Western University of Health Sciences

**Chapter Name & region:** Gamma Sigma Region VIII – West Coast

**Delegate who attended the Rho Chi Annual Meeting:** Alan Nguyen

**Date Delegate’s name submitted:** 2017-02-23

Past year's officers and e-mail addresses

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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)
2017-02-27

New officers and e-mail addresses

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[chapter-advisors]

**Introduction**

The Gamma Sigma chapter has continued to advance the mission of Rho Chi through its events throughout the year. As an academic honors society, our main goal is to encourage academic achievement. During the 2016-2017 year, we achieved this goal with each of our events this year which includes our annual Academia Week, Faculty Roundtable, Faculty Panel, and Match Me Residency Lecture Series. Along with this we had guest speakers which acquainted students with the process of research and how to become involved with research in pharmacy. In addition to these, we were also able to incorporate various philanthropic events to benefit the community with Habitat for Humanity, PHOP Health Fair, and PHOP Thanksgiving Dinner. We strive to illuminate the students’ regarding academia and inspire them to pursue new aspirations. We allow students to have an open forum with faculty to garner sufficient knowledge regarding the full range of academia. We also foster collaboration and fellowship amongst our members with our Membership Appreciation event and during our annual banquet. With the continued support from not only the executive board but also the members of Rho Chi, this year we were able to invigorate the campus at Western University to aspire to new heights all while advancing the profession of pharmacy.

**Meetings** Please provide information on meetings held in the following tabular format

|  |  |  |  |
| --- | --- | --- | --- |
| Date | Attendance | Agenda | Action Steps |
| 2016-05-02 | All board members Advisor: Dr. Schwartzman | ● Event Planning: Academia Week (Faculty Panel, Faculty Roundtable), Orientation Week, Guest Speakers, Fundraisers, Membership Appreciation ● Committee formation: Banquet, Outreach, Fundraising, Academia Week, Speakers Website redesign | ● Coordinate and decide dates for future events ● Send out a google form for committee signups Look for new web servers for website redesign |
| 2016-08-10 | All board members Advisor: Dr. Schwartzman | ● PLS Mixer (08/11/16) ● Club Day Fundraiser (08/17/16) ● Guest Speaker (08/25/16) ● Academia Week (11/07/16 – 11/11/16): Faculty Panel; Faculty Roundtable ● Membership Appreciation Luncheon (10/07/16) Website changes | ● Prepare and attend PLS Mixer with new and current pharmacy students ● Obtain gift for PLS Mixer raffle prize ● Email prospective guest speakers for upcoming Guest Speaker events ● Send out sign up sheet for Membership Appreciation Luncheon ● Set budget for Membership Appreciation Luncheon Create new web design and update website under new web server |
| 2016-09-01 | All board members Advisor: Dr. Schwartzman | ● Residency “Match Me” Series (10/04/16, 10/26/16, 11/30/16, 11/09/16) ● Faculty Panel (11/08/16) ● Faculty Roundtable (11/17/16) ● Membership Appreciation Luncheon (10/07/16) ● Clipboard Fundraiser (09/14/16, 09/16/16) ● Scrubs Fundraiser (09/14/16, 09/16/16) New website URL | ● Send out email invite for Residency “Match Me” Series ● Set budget for Residency “Match Me” Series ● Determine what food to serve as lunch for Residency “Match Me” Series, depending on budget ● Set dates for Faculty Panel and Faculty Roundtable ● Determine what food to serve for Membership Appreciation Luncheon ● Set dates for Clipboard and Scrubs Fundraiser ● Update website and links with new website URL |
| 2016-09-09 | All board members Advisor: Dr. Schwartzman | ● Membership Appreciation Luncheon (10/07/16) ● Pad Thai Fundraiser (09/15/16) ● Scrubs Fundraiser (09/14/16, 09/16/16) ● Clipboard Fundraiser (09/14/16, 09/16/16) Service medallion | ● Confirm attendance and agenda for Membership Appreciation Luncheon ● Set date, budget, and projected goal for Pad Thai Fundraiser ● Send out links to pre-order for Scrubs and Clipboard Fundriasers Create excel sheet to track membership activity to determine service medallion winners |

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

During the 2016-2017 school year, the Rho Chi Gamma Sigma Chapter strived to uphold the organization’s mission: to encourage and recognize intellectual achievement, to stimulate critical inquiry for pharmacy advancement, and to contribute to the development of leaders in academia. We also set goals to continue the successful activities that have been maintained in previous years and to enhance our community service activities by providing services to the underserved population.
To encourage and recognize intellectual achievement in academia, we held Academia Week with the theme “The Magic School Bus” which attracted student attention. The academia week events were promoted with flyers and decorations in the College of Pharmacy hallway, accompanied by in-class announcements and social media promotion. The two key events for this Academia Week; the Faculty Panel and the Faculty Roundtable, had a great turnout. The Faculty Panel consisted of five pharmacy professors, who shared their experiences with the audience. The Faculty Roundtable had 15 professors sharing their path to the pharmacy field in small groups settings. These events helped students gain more insight into academia-related career as pharmacists.
To stimulate critical inquiry for pharmacy advancement, we set a goal to continue the “Match Me Residency Lecture Series” which we collaborated with CSHP to give a four lecture series about residency. Lectures on how to prepare for residency, application process, and tips in interviewing were distributed. In addition, we held a guest speaker event in which a pharmacist professor who had strong research background presented about the research process and protocols. Most of the attendees of these events were first year pharmacy students who found the new knowledge about research and residency beneficial and stimulated critical decisions about their career path.
To advance the community service, we set a goal to collaborate with other organizations to give service off campus. Rho Chi has partnered up with the Pomona Homeless Outreach Program to hold the “Pomona Thanksgiving Feast”. The Rho Chi board also stepped up to provide a flu shot clinic for the homeless people of Pomona. Rho Chi also collaborated with NCPA and the Pomona Community Health Action Team (PCHAT) to hold different health fairs in Pomona and Claremont. Throughout their health fairs, the Rho Chi Liaison came up with an idea about follow-up. The idea was later developed into a project proposal that has won this year’s award.
With the assistance of the three enthusiastic committees, the Rho Chi board was able to hold successful events, to fulfill the goals that we had set to uphold the Rho Chi mission, and to advance services to the community.

**Activities**

Member Appreciation Lunch (Ongoing)
Every year, the Rho Chi executive board shows it’s appreciation to the members of Rho Chi by hosting a member appreciation lunch. This year was the 7th annual Membership Appreciation Lunch hosted in the CVS room on October 14th, 2016 from 12pm to 1pm. This meeting also served as a means to update the members on the upcoming events for Rho Chi and encourage further member involvement by joining a committee. Committees were introduced to help facilitate member involvement and to aid the executive board members in planning numerous events throughout the year. Many of the attending members signed up for at least one committee. This was a great opportunity for the executive board and the members to have face to face time and get to know each other. This event furthers Rho Chi’s mission to foster fellowship among its members.

Match Me Residency Lecture Series (Ongoing)
This event has been ongoing for the past 2 years, and it is done in conjunction with California Society of Health-System Pharmacists Western University chapter. It focuses on the process of residency to students who are interested as an option for the future of their career. The event is split into 4 different lectures series that spans about 2 months with different faculty that are deeply involved in a residency program. Each lecture is about an hour long that goes into detail about reasons for applying to a residency program and what should be done to bolster their professional profile to be competitive with their peers.
This year, the lectures were given by Dr. Emmanuelle Schwartzman on 10/4/16, 10/26/16, and 11/30/16. Dr. Patrick Chan also provided a lecture on 11/2/16. Both faculty are involved in the residency program at Western University of Health Sciences. The topics included residency programs versus fellowship program, letter of intent and applications, preparation during the first few years of being in the College of Pharmacy, and the matching process. There was a consistent turnout of around 60-70 students averaged across all 4 lectures which has been similar to the amount of students that had attended in the past. Student pharmacists consisted mostly of 1st year pharmacy students and about a fourth of those attended were a mix of 2nd and 3rd year students.
The plan moving forward is to increase student turnout to garner more interest in residency as well as preparing students for the future. Also, other faculty may be invited to provide their own perspective of residency that would give further insight into the residency process. Guest speakers involved in residency for their institution are also another possibility to be invited for this event.
Academia Week (Ongoing)
From November 9th to November 13th, 2016, Gamma Sigma Chapter kicked off it’s 6th annual Academia Week. This event, held annually, celebrates the academic pursuits of not only the students but also the College of Pharmacy faculty. It’s a week where the students can become acquainted with the professors on a professional as well as personal level. Many students lack a full understanding of what it means to be in the academic field. The main purpose of this event is to familiarize the students with what it takes to pursue academia in the profession of pharmacy. Giving the students this type of exposure will allow them to make well informed decisions on what path their career will follow in the future.
Each year an overarching theme is chosen to frame the week. This year the theme was appropriately chosen to be The Magic School Bus. The halls were adorned with yellow school buses and school badges which featured the biographies of the College of Pharmacy faculty, a few questions about their favorite school subjects, and a childhood school photograph. Throughout the week students were able to read through professor biographies to gain insight and see a different perspective on the faculty.
The two main events of Academia Week, which will be discussed in more detail, are Faculty Panel and Faculty Roundtable. Overall, Academia Week was successful in improving awareness to the students regarding academia in pharmacy. Many students reached out to us thanking us for holding the event and stated how creative and informative it was.

Faculty Panel (Ongoing)
On November 10th, 2016 from 12:00 – 1:00 pm, our Gamma Sigma Chapter held its 6th annual Faculty Panel, which was an interactive Q&A session featuring a few of WesternU’s finest professors. The event was designed to give students an opportunity to learn more about each professor’s personal path towards academic pharmacy and their advice for students who are interested in the field.
This year, we were honored to have Dr. Donald Hsu, Dr. Micah Hata, Dr. Marie Davies, and Dr. Mark Nguyen as participating faculty on the panel. Dr. Emmanuelle Schwartzman, our faculty advisor, acted as the moderator for the event while the executive board members fielded questions from the audience.
To maximize use of the one hour lunch period to allow for ample time for the program, we had three Rho Chi members check-in students via paper sign-in sheets and had two lines for distributing lunch. Two additional members were located inside of the amphitheater to usher students to their seats in an orderly fashion. We met our goal of starting the event by 12:10 pm. Once all student attendees were seated, each panel member introduced themselves with a brief history of their academic career. Then, the panel took turns in answering questions from the audience.
The Gamma Sigma Chapter’s annual Faculty Panel was a success this year with over 60 students and faculty in attendance. We were pleased with the level of audience participation and the quality of the questions asked by the students.
The Faculty Panel event continues to strive to advocate critical inquiry in all aspects of pharmacy by introducing students to the idea of academic pharmacy as a career. To garner more attention towards academic pharmacy, we hope to promote a larger turnout of students in future years by continuing to showcase and involve our top quality professors and making more in-person classroom announcements during break times.

Faculty Roundtable (Ongoing)
This is our 4th year hosting Faculty Roundtable, a follow-up event to the Faculty Panel. Faculty Roundtable is similar to Faculty Panel in that it allows students time to ask their professors questions regarding their backgrounds, specialties, and paths towards academia. Through this event, we are able to promote academia and interest in lifelong intellectual leadership in pharmacy.
This year, there were eight tables, seating sixteen faculty and nineteen students who participated in the event. As such, Faculty Roundtable provides a more intimate setting in which students can also get to know their professors as well. The almost one to one ratio of faculty to student allows for even the shyest of students to get a chance to ask questions.
As with every year, students rotate to different tables after a set time in order to be able to speak with all the professors present. With comments from previous years of not having enough time with professors, we continued to increase the allotted time students may spend at each table and added intermissions as well in order for student and faculty to partake in the refreshments provided. Despite the increase in time, the event did feel slightly rushed; however, students subsequently felt welcome and were encouraged to meet up with professors after the event during their office hours to continue their discussions as well.
In the future, we hope to increase turnout from both professors and students in order to keep the ratio as close to one to one as possible. One way of doing this may be through inviting faculty in person to effectively communicate the importance of the event and that faculty member’s participation.

Guest Lecture – Dr. Davies (New)
This year the Gamma Sigma chapter of Rho Chi introduced a new lunchtime guest speaker event to the students of Western University of Health Sciences, College of Pharmacy to promote the development of intellectual leaders in the field of pharmacy, especially in research. The guest lecture was open to all pharmacy students and attendance were granted academic credit towards their Elective Seminar Lecture.
The guest speaker, Dr. Marie Davies, is a Rho Chi member and is an assistant professor at the College of Pharmacy. Dr. Davies’s scholarly interests include outcomes research in the clinical areas of diabetes, dyslipidemia, and hypertension, and these chronic disease states in HIV-positive patients, as well as scholarship of education and learning. She has many publications in the Pharmacotherapy Journal. The lecture was titled “Research, Abstracts, Posters, and Publications: The Process and Incorporating Scholarly Activities into Clinical Practice.” Dr. Davies gave an informative presentation about different ways that research could incorporate into the different fields of pharmacy. In retail settings, research can be done to improve medication adherence. In ambulatory settings, research can be done to improve effectiveness of pharmacists and quality of care. The guest speaker also presented details about the process of typical research projects, including IRB applications, data collection, data analysis and reports.
As a result of the guest speaker event, students expressed their appreciation of the benefits they received from the lecture. The lecture has given students the main points to consider and focus when thinking about starting a research projects. In addition, the lecture has piqued their interests in research and hope to find some research opportunities.

Pomona Homeless Outreach Program (PHOP) Health Fair (New)
Through collaboration with the PCC, we were able to acquire free flu vaccines to administer to the homeless populations that PHOP serves dinners to. The first event was held at PHOP’s main church location in Pomona to give free flu shots to a small group of homeless participants. The second event was held in Montclair at a larger event that included other Western University colleges. Both events were possible through communication with the DOs of PHOP to offer our assistance.
One way that we can improve upon these health fairs would be to target other populations, such as schools. At both the schools and churches, Rho Chi can have a greater impact on the health fair participants by putting more effort into health education for the patients, especially with the homeless population. Not many of the participants that I spoke with knew of the free clinics in their area or how to manage diabetes without having much access to food. The Montclair event had about 200 homeless people that came to the dinner, and many did not need flu shots. We can still help those people by offering them education and pointing them in the direction of resources to better manage their health.

PHOP Thanksgiving Dinner (Ongoing)
This is an event that is planned over the course of a month to supply PHOP with the supplies necessary to feed the homeless on Thanksgiving Day. The major areas to cover are volunteers to prepare the food, volunteers to deliver the food, and resources. We must coordinate with the PHOP president to see what areas we can help them with. This past year, volunteers were abundant so our main contribution was through a monetary donation to the club so they could buy food and supplies.
One way that we can help more would be for someone on board to do some of the shopping for PHOP. This would save people like Dr. Cundari some time, as he is heavily involved with outreach events with multiple DO organizations as is. The PHOP president this past year should have compiled a list of supplies with estimated prices that are to be passed down to the next board. We can have volunteers purchase some of the items on that list.

**Financial Budgeting**

The budget was set by looking back at the previous year’s balance sheet and setting the budget at what the event cost last year. Also, all possibilities of lowering costs were explored to efficiently run the event with the plan to create more events in the future.

**Installation Function**

Each year, Gamma Sigma Chapter initiates are required to attend two mandatory meetings prior to the Initiation Banquet. The first of which involves an introduction to the Rho Chi Society. At this meeting, invited students are first and foremost congratulated for their hard work and dedication to their academic career and profession. It is at this meeting that they learn about the expectations, ideals, and mission of our society as well as the many accomplishments of the society throughout the past year. Once invited students make the decision to be a life-long member of the Rho Chi Society, they are provided an opportunity at the second mandatory meeting to run for an executive board position, in which their colleagues will vote.
The 13th Annual Initiation Banquet for the Gamma Sigma chapter was held at the Vellano Country Club on March 28th, 2017 from 6-9 PM. The initiation ceremony highlighted 6 members from the class of 2018, 3 members from the International Post-Baccalaureate Program, and 16 members from the class of 2019. It was an intimate evening with 60 attendees, including friends and family of initiates along with faculty members, the Dean of the College of Pharmacy, the current Rho Chi Gamma Sigma Chapter board and Chapter Advisor, and committee members.
The evening kicked off with a warm welcome from our Chapter Advisor Dr. Emmanuelle Schwartzman who expressed what a joyous occasion it was to celebrate the unique and bright individuals to be initiated and gave a brief speech about the history and proud tradition of the Rho Chi Society. Dean Daniel Robinson, former Rho Chi national president, also briefly spoke about how proud he was to see the organization grow and develop a presence on campus. The keynote speaker was Dr. Marie Davies, an alumnus from the Gamma Iota Chapter and a faculty member from the Western University of Health Sciences College of Pharmacy who teaches Pharmaceutical Calculations, physical assessment, OSCE, and outpatient ID including HIV and upper respiratory infections. Dr. Davies has shown tremendous involvement with the Gamma Sigma Chapter and her speech emphasized the 7 habits of highly effective people. The evening proceeded with awards and recognitions: medallions for most involved members, gifts for the top students, as well as gifts for our Chapter Advisor. Dr. Schwartzman performed the initiation ritual along with the current board members and the new board members were inducted into their positions. The night concluded with a heartfelt speech from our Chapter President Alan Nguyen, who reflected on the successful year that the Rho Chi Society had and expressed his hopes and blessings to the incoming board who are bound to do great things.

**Evaluation/Reflection**

The 2016-2017 term was a very busy yet rewarding one. This year we strove to continue the ongoing events from past years and to implement new ones to further Rho Chi’s involvement on campus and within the community. Our board was very motivated this year to learn from last year’s board to improve the ongoing events that are held each year.
The “Match Me” Residency Lecture series was challenging this year for us because of the overwhelming interest in the event. Rho Chi was in charge of providing food for the attendees of the event which was a source of financial strain. Each of the four lectures had at least 70 students in attendance. In order to overcome this challenge, our board resolved to explore new avenues of fundraising. Observing the success of other organizations on campus with food fundraisers, we decided to take that same route. On top of our regular fundraisers, we were able to raise over $700 in additional funds for our events. The future boards will be able to utilize this to their advantage so that there will always be sufficient funds for events.
Academia Week this year was successful due in part to the hard work of the executive board as well as several of the Rho Chi members. They worked tirelessly to make the hallways look phenomenal with pictures of all the College of Pharmacy faculty and their biographies. One way to improve Academia Week could possibly be to add in a fundraising aspect that could be used to give a gift to all the faculty as a small token of our appreciation for all they have done for us.
I believe it is of utmost importance that Rho Chi continues these events because they purely exemplify everything Rho Chi is about. I will be working closely with next year’s board to ensure that they know fully well what to expect and how to improve on these events. With all these experiences I will be able to facilitate the planning process for these events. To improve next year, I believe it is important to encourage further member involvement. To do so, the board may provide an incentive to the members for participation and/or promote more to the members perhaps in a monthly newsletter to the members outlining upcoming events and how to get involved.
All in all, this past year was incredibly prosperous, and I am very fortunate to have had so much support from my executive board and the guidance of a great advisor, Dr. Emmanuelle Schwartzman. I am happy to hand over the Gamma Sigma chapter to the next board, and I look forward to seeing them go above and beyond the call of duty.

Rho Chi Society Financial Summary 2016-2017

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| --- | --- | --- | --- | --- |
| **Event** | **Profit** | **Expenses** | **Balance** | **Notes** |
| Starting |  |  | $2,219.21 | Starting balance from University Affairs |
| 8/17 club day t shirt fundraiser | +30 |  | $2,249.21 | Sold last year shirt \*\*Axon Graphics, unit price $9\*\* |
| 9/12 membership luncheon |  | -91.56 | $2,157.65 | Waba Grill |
| 9/15 pad thai fundraiser | +75.60 |  | $2,233.25 | Lucky Elephant Thai cuisines ($6/plate and water) |
| 9/14 - 9/16 clipboard & scrubs fundraiser | +344.64 |  | $2,577.89 | Sold clipboards at $30 each \*\*MD clipboard.com, unit price $19.47 per Francis Mision\*\*Sold scrubs at $35 each \*\*Sasson Scrubs for $18/pair  |
| 10/6 residency lecture #1 |  | -126.40 | $2,451.49 | In n Out burgers |
| 10/14 membership appreciation  |  | -29.93 | $2,421.56 | Bagel, cream cheese, and juice |
| 10/19 spam musubi fundraiser | +128.47 |  | $2,550.03 | Self-made and sold \*\*1 for $3 and 2 for $5\*\* |
| 10/24 extra clipboard fundraiser | +37.67 |  | $2,587.70 |  |
| 10/26 residency lecture #2 |  | -256.24 | $2,331.46 | Sprouts sandwiches |
| 11/3 seminar lecture snack and gift |  | -49.97 | $2,281.49 | Crackers and cheese/faculty gift |
| 11/8 faculty panel |  | -299.40 | $1,982.09 | Panda Express |
| 11/15 raffle prizes |  | -69.40 | $1,912.69 | Medical clipboard |
| 11/14 PHOP thanksgiving donation |  | -100 | $1,812.69 |  |
| 11/24 faculty roundtable decorations & food |  | -268.07 | $1,544.62 | Vases, flowers, signs, etc.Cheese and crackers/faculty gifts |
| 11/29 pad thai fundraiser | +123.60 |  | $1,668.22 | Lucky Elephant Thai cuisines ($6/plate and water) |
| 12/1 donut and coffee fundraiser | +51 |  | $1,719.22 | 24 Krispy Kreme donuts (buy 1 get 1 free) + 2 starbuck travelers \*\*$2 for each or $3 for both\*\* |
| 1/17 Project Proposal award | +500 |  | $2,219.22 | Chapter Award |
| 2/28 service allotment | +158.41 |  | $2,377.63 | SGA Award |
| 3/28 member dues and banquet guests fee | +5166.03 |  | $7543.66 | 24 initiates |
| 3/28 Banquet venue and food  |  | -3074.26 | $4,469.66 | Reserved table for 60 |

**Other Information**

At the beginning of the term, our Rho Chi Historian realized that the website no longer contained updated information. Previously, Rho Chi Gamma Sigma Chapter had a website in a purchased domain, but the previous board decided not to continue it. The current domain provided by WesternU had a long domain at rhochigammasigma.westernu.edu, which was hard to remember and discouraged access, especially from the first and second year students who would like to know about the requirements to become Rho Chi members. To promote the presence of Rho Chi on campus, a shorter name was suggested and approved by our advisor. The Historian then contacted IT and Student Affairs to have the domain name changed to rhochi.westernu.edu. The information from the website was also recovered and updated. Secondly, Rho Chi Gamma Sigma Chapter had a Facebook group that had been created for many years. This is a public group but members are mostly Rho Chi, and only people who joined the group could see the announcements about the activities. To better promote Rho Chi activities, a Facebook page was created. Now one do not have to be a Rho Chi member to like or follow the page or to see the posts. Together with the updated new website and the new Facebook page, we hope that students can stay up to date and informed about all Rho Chi activities.