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: May 15th, 2016

Name of School/College: Nova Southeastern University

Chapter name and region: Gamma Theta, III - Southeast

Chapter advisor’s name and e-mail address: Dr. Alexandra Perez; alperez@nova.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: Adamaris Rivera Santiago

(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: October 22, 2014

Past year’s officers and e-mail addresses:

President: Steven Tunnicliffe; st796@nova.edu

Vice President: Luis Hernandez; lh928@nova.edu

Secretary: Ghazwa Korayem; gk245@nova.edu

Treasurer: Melissa Santibanez; ms1802@nova.edu

Historian: Yashira Pabon-Padin; yp149@nova.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: Stephanie Palma; sp931@nova.edu

Vice President: Nour Samra; ns957@nova.edu

Secretary: Vanessa Perez; vp251@nova.edu

Treasurer: Anihara Hernandez; ah984@nova.edu

Historian: Farima Fakheri Raof; ff218@nova.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):

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| FIRST NAME | MIDDLE NAME | LAST NAME | GRADUATION YEAR | CAMPUS | PROGRAM |
| Nowrin |  | Alam | 2016 | FL | Entry Level |
| Alexander |  | Bruno | 2016 | FL | Entry Level |
| Anh | Tuan | Bui | 2016 | FL | Entry Level |
| Rachel | Rose | Comito | 2016 | FL | Entry Level |
| Daniel |  | Diaz | 2016 | FL | Entry Level |
| Ryan | David | Dunn | 2016 | FL | Entry Level |
| Jorell |  | Fanek | 2016 | FL | Entry Level |
| Dmitry I |  | Gazarian | 2016 | FL | Entry Level |
| Isabel | Margarita | Gonzalez | 2016 | FL | Entry Level |
| Wadell |  | Gordon | 2016 | FL | Entry Level |
| Jody Sara |  | Grossman | 2016 | FL | Entry Level |
| Priscilla |  | Horta | 2016 | FL | Entry Level |
| Ada | Susana | Jalice | 2016 | FL | Entry Level |
| Arghavan |  | Kariman | 2016 | FL | Entry Level |
| Trang | Hoang Thao | Le | 2016 | FL | Entry Level |
| Danielle |  | Lerch | 2016 | FL | Entry Level |
| Alexxandra | Rose | Lobitz | 2016 | FL | Entry Level |
| Gerardo |  | Manso | 2016 | FL | Entry Level |
| Eric |  | Martinez | 2016 | FL | Entry Level |
| Roberto |  | Mendez Perez | 2016 | FL | Entry Level |
| Paul |  | Meola | 2016 | FL | Entry Level |
| Dayron |  | Miranda | 2016 | FL | Entry Level |
| Lan | Thi Thanh | Nguyen | 2016 | FL | Entry Level |
| Tony |  | Perez | 2016 | FL | Entry Level |
| Ernesto |  | Perez | 2016 | FL | Entry Level |
| Adamaris |  | Rivera Santiago | 2016 | FL | Entry Level |
| Joanna | Maria | Rodriguez | 2016 | FL | Entry Level |
| Lauren | Michelle | Romero | 2016 | FL | Entry Level |
| Jessican | Marie | Smith | 2016 | FL | Entry Level |
| Olivia |  | Simeon | 2016 | FL | Entry Level |
| Janet |  | Simon | 2016 | FL | Entry Level |
| Joseph | John | Sodoro | 2016 | FL | Entry Level |
| Chandani |  | Tunsill | 2016 | FL | Entry Level |
| Ana | Dalia | Vega | 2016 | FL | Entry Level |
| Melissa | Victoria | Veulens | 2016 | FL | Entry Level |
| Sumaiah | Jamal | Alarfaj | 2016 | FL | International Advanced Standing |
| Ahlam | Ali | AlGhamdi | 2016 | FL | International Advanced Standing |
| Samuel |  | Assani | 2016 | FL | International Advanced Standing |
| Dorcas | Abena Aforo | Boakye | 2016 | FL | International Advanced Standing |
| Pierina | Vanessa | Cabrera Rios | 2016 | FL | International Advanced Standing |
| Lincy | Merin | Joseph | 2016 | FL | International Advanced Standing |
| Ruchita | Krunalkumar | Makadia | 2016 | FL | International Advanced Standing |
| Viralsinh | Ranjitsinh | Parmar | 2016 | FL | International Advanced Standing |
| Harsh | Kamleshkumar | Shah | 2016 | FL | International Advanced Standing |
| Sheila |  | Hernandez | 2016 | PB | Entry Level |
| Mohammad |  | Tina | 2016 | PB | Entry Level |
| Daniela |  | Valencia | 2016 | PB | Entry Level |
| Brandon | Matthew | Wildermuth | 2016 | PB | Entry Level |
| Joanel |  | Cruet | 2016 | PR | Entry Level |
| Erica | Marie | Ferreris Torres | 2016 | PR | Entry Level |
| Karla | Mariel | Jimenez Rodriguez | 2016 | PR | Entry Level |
| Patricia | Idalis | Medina Rivera | 2016 | PR | Entry Level |
| Arelys |  | Rivera-Velez | 2016 | PR | Entry Level |
| Ileana |  | Rodriguez Rivera | 2016 | PR | Entry Level |
| Nahirony |  | Sanchez | 2016 | PR | Entry Level |

\*FL = Davie, FL; PB = West Palm Beach, FL; PR = San Juan, Puerto Rico

**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).**

The Rho Chi Gamma Theta Chapter held five meetings throughout the 2014-2015 academic year. The meetings occurred on a monthly basis and were scheduled on the dates of November 4, 2014; January 2, 2015; February 9, 2015; March 9, 2015; and April 6, 2015. The meetings varied in length from 20 minutes to over 60 minutes. All meetings were conducted from the Health Professions Division building at Nova Southeastern University located in Davie, Florida. Additionally, all meetings were broadcasted to chapter members located at distant campus sites (West Palm Beach, FL; Kendall, FL; San Juan, Puerto Rico). The attendance at each meeting varied (on average 10-20 members were present); however, almost every Gamma Theta Chapter Officer was present for each meeting.

Prior to holding general meetings, the Chapter Officers would meet to discuss the pertinent issues, announcements, activities, and upcoming events, and a meeting agenda was compiled to distribute to the entire chapter prior to holding the general meeting. Additionally, meeting rooms had to be reserved with technology for live broadcasting at each one of the distant sites. Ana Vega (the Chapter’s President) worked diligently to coordinate plans, pre-meetings, and additional meetings as needed throughout the entire year to ensure all issues were identified and addressed. At pre-meetings, Ana actively led the Officers to discuss the topics to be addressed at the general meeting and gathered input from all other Officers. At the conclusion of the pre-meetings, the general meeting agenda was sent out to via e-mail through the chapter’s list serve. Additionally, all members were encouraged to attend the general meeting and were notified of other pertinent issues as needed.

Prior to each general meeting, Paul Meola (the chapter’s Vice President) and Ana Vega purchased lunch for all meeting attendees using the chapter’s funds. Paul and Ana picked up the food prior to each general meeting and gathered all the materials that were needed. Ana Vega actively led all general meetings and encouraged members to participate, voice concerns/questions, and give input when decisions had to be made. Additionally, Paul Meola (the Chapter’s Vice President) worked throughout the meeting to ensure that all housekeeping issues were addressed (e.g. ensuring handouts were given to members, etc.), and Paul assisted with other issues that arose throughout the meetings. Attendance sheets were passed around upon the start of each meeting, and each member’s attendance was monitored and recorded throughout the academic year. The meeting minutes were typed, prepared, and sent to all members after the general meeting by the Chapter’s Secretary. Upon conclusion of each meeting, the meeting attendees ate lunched and socialized with other members.

At each general meeting, there were typically 9-14 agenda items and/or announcements that were covered. Some of the general meeting items that were addressed included (but were not limited to) Rho Chi’s Seminar Night, tutoring & peer mentoring programs, fundraising activities/ideas, systems/processes to encourage member participation, new ideas for chapter events, chapter t-shirts, exam reviews for other students, voting upon various topics, arrangements for the national meeting, new business, ideas to involve underclassmen, and questions/concerns from the members. All issues that required follow-up and/or additional action were addressed at the subsequent meeting, and there was continuous ongoing communication among the Officers to ensure that all plans were executed accordingly.

|  |  |  |  |
| --- | --- | --- | --- |
| Date | Attendance | Agenda | Action Steps |
| 11/24/2014 | 9 Officers attended  19 Additional members attended | 1. Introduction of the 2014-2015 Rho Chi officers  2. Seminar Night  3. Tutoring & Peer Mentoring  4. Fundraising  5. Reward System  6. Drop Box  7. New Business/Suggestions  8. Next meetings  9. Questions asked during meeting  10. Meeting Conclusion | 1. Possible Seminar Night dates and title were proposed.  2. Contacts for tutoring were made.  3. Business card fundraiser costs and projected dates for fundraiser.  5. Solidified rewards system to encourage chapter participation and passed out information on requirements.  6. Created a Drop Box for the chapter. |
| 1/12/15 | 9 Officers attended  18 Additional members attended | 1. Announcements  2. Seminar Night  3. Fundraising  4. Tutoring  5. T-Shirt and Website for Rho Chi  6. Exam Reviews  7. Reward System  8. New Business & Suggestions/Questions  9. Next meetings  10. Meeting Conclusion | 1. Seminar date and title was conveyed and members encouraged to provide contacts for appropriate speakers.  2. Business card date and sign-up sheets.  3. Tutoring sheets for individual and exam reviews were turned in and more opportunities given.  4. T-shit design contest. |
| 2/9/15 | 7 Officers attended  10 Additional members attended | 1. Announcements  2. Seminar Night  General  Speakers  Night Schedule  Tabling & In-class Announcements  P1 Points  Poster  Food  Decorations  Broadcasting  3. Tutoring  Tutoring List  Exam Reviews  Accountability Form  Certificates/Points  4. T-Shirts  Voting on Design  Quote  Ordering  5. Business Cards  6. Future Meeting updates  7. National Delegate Alternative  8. New Business/Suggestions  9. Questions  10. Conclusions | 1. Seminar night sign-up sheets for participation and sign-up sheets for RSVP tabling were distributed. Roles would be assigned in upcoming weeks. Speakers were selected and general schedule of events were made available. Event was worth points for P1 participation.  2. Tutoring sheets for individual and exam reviews were turned in and more opportunities given.  3. Design for member T-shirt decided and prices for ordering were noted.  4. Voted for monetary support for national delegate to attend meeting. |
| 4/6/15 | 7 Officers attended  10 Additional members attended | 1. Seminar Night Recap  2. T-shirts  3. Fundraising  4. National Meeting  5. Medallion Update  6. Meeting Conclusion | 1. T-shirts were distributed to those who purchased.  2. Final fundraising report was given.  3. National delegate gave update on current Rho Chi events.  4. Offers and members were thanked for their participation this year!  5. Reward for those participated will be distributed at graduation. |

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

One of the goals set forth for our chapter this academic year was to foster collaboration between different classes within our institution. We thought the best way we could achieve this, as a chapter of Rho Chi, was to promote educational & intellectual leadership. With this aim came the creation of a tutoring program sponsored by our third-year Rho Chi members for all of the other classes. Student members were encouraged to seek out other students who were struggling in their first, second, or third year of pharmacy school and tutor them. The tutoring sessions included one-on-one, group, and even large exam review sessions. The format of the tutoring session was left up to the creativity of the student member. In this way, students were able to collaborate across classes for mutual benefit and growth. We also made it a goal to have students participate in creating exam reviews on paper for these tutoring sessions. Thereby, everyone could participate without actually having to lead the tutoring session.

We also made it a goal to stimulate critical inquiry to advance pharmacy. One of our means to this end entailed having out PhD student members speak to PharmD members about the interesting opportunities to engage in research at our institution. We also made it a goal to encourage and recognize intellectual achievement by recognizing P2 and P1 students who had made the dean’s/chancellor’s list and also participated in tutoring.

**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. 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)

One of Gamma Theta’s main events this year was the “Rho Chi Tutoring Program.” In previous years, our chapter had had difficulty getting student members involved. This endeavor was a large undertaking for our Chapter. It involved creating a point system by which members became responsible for accruing points through participation. In return, they would be rewarded with an official medallion from the Rho Chi National Catalogue. One of the requirements for this medallion was participation in tutoring. This led many student members to reach out to their colleagues to help them in their coursework. We were also able to get the school’s administrators involved with the process by having them participate as liaisons between our organization and those students who requested tutoring. Tutoring sessions consisted of one-on-one or group sessions and included many different teaching styles. For instance, while some students went over notes presented in class, others created fun quizzes or example questions. Some of the larger exam review sessions were video-recorded and posted on the college’s online academic portal for all registered students to enjoy. Students and tutors were responsible for signing a document at each tutoring sessions to confirm their attendance.

Gamma Theta also hosted Nova’s College of Pharmacy Seminar Night on March 19th, 2015. Our event was titled ‘A Day in the Life of a Non-Traditional Pharmacist’ where 4 pharmacists who had unique careers were invited to speak to the Nova’s College of Pharmacy students. LCDR Paul Michaud, PR pharmacist for the United States Coast Guard, Brian Hierholzer, Disaster Management from The Department of Homeland Security, Veronica Tomor, Medical Science Liaison from GlaxoSmithKline, and David Mastropietro, recent PhD graduate and Assistant Professor for Pharmaceutical Sciences were the speakers for the event. Seminar Night was held in the Chancellor’s Dining Hall of the Health Professions Building and was open to all students from the College of Pharmacy. A $10 deposit was required to reserve a seat, which was refunded upon attendance to the event. To supplement Gamma Theta’s monetary contribution for hosting the event, the College of Pharmacy’s Student Government Association (SGA) allocated a grant to the chapter to help with costs for the event. The SGA grant was used to serve dinner for all those in attendance, provide thank you gifts for the speakers, and afford professionally printed programs.

The event began with dinner and was followed by introductions from Ana Vega, President of the Gamma Theta chapter, and Dr. Alexandra Perez, Faculty Advisor for the Gamma Theta chapter. Dr. Perez shared some of her own personal experiences from being a faculty member at the College of Pharmacy, followed by presentations from our 4 guests. The event was a great success as we had a room full of engaged students eager to learn about non-traditional careers. The Gamma Theta chapter took great pride in hosting this event and it was a very positive and motivating event for all those in attendance.

Gamma Theta also participated in several fundraiser events this year. One of these was the business card fundraiser by which the Chapter creates professional business cards for all the health professions students. We also created a spirited Rho Chi Gamma Theta t-shirt for our Chapter to create an identity for ourselves on campus.

**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.)

Our budget was determined and approved by the incoming board after the first general meeting in November 2014. Costs of the 2014 induction ceremony and Class of 2015 graduation cords were budgeted and approved by the previous executive board. Planned fundraisers included business card and t-shirt sales. The business card fundraiser garnered the largest profit; the t-shirt fundraiser operated at a net loss. The total net profit for the fundraisers was $340.20, which was less than the $500 goal set by the executive board. However, additional costs and losses were offset by SGA funds allocation for the academic year totaling $500 and a grant towards the expenses of Seminar Night totaling $355. Local chapter dues and fundraising profits were seen as opportunities to fund catering for general meetings and support travel of our national delegate to APhA Annual in San Diego. Catering for general meetings had a budget of $30 per meeting with the exception of the February meeting where a tasting of the food to be served at Seminar Night was sampled. The executive board with approval of our chapter advisor determined the amount reimbursed to our national delegate for travel expenses.

**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 Gamma Theta chapter initiated 61 new members at the beginning of the 2015-2016 school year including 6 PhD students and 3 faculty members. The initiation ceremony took place in Melnick auditorium at the Health Professions Department at Nova Southeastern University. The inductees were joined by many of their families and current Rho Chi members to celebrate the occasion. Professional programs outlining the events for the evening, new inductees, and Rho Chi’s mission were distributed to all that were present. Ana Vega, Gamma Theta’s President, addressed the inductees with a speech illustrating how to cease the opportunities that active Rho Chi membership provides to grow both personally and professionally. Dr. Alexandra Perez, Gamma Theta’s Faculty Advisor, addressed the all in attendance with congratulatory remarks and delivered an encouraging message to motivate the new members for the upcoming year. Dr. Robert McGory, the Assistant Dean of Students, was the guest speaker for the event. A passionate and encouraging speech about dreaming big was delivered to all members. Following the ceremony, all members and their families were ushered to the Chancellor’s Dining Hall where dinner and refreshments were served. This allowed for all the members and their families to network and get to know one another in a light atmosphere.

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

Rho Chi Gamma Theta did a great job this year of fostering academic achievement and collaboration among peers. The tutoring program turned out to be a success with more than 60 students tutored in a wide array of courses throughout the year. As a chapter, we received incredible feedback about this tutoring program from both students and faculty. For our P3 Pharmacotherapy course (Fall semester), we witnessed the exam score average increase on the second exam after Rho Chi held an exam review session for this same exam. We also did a great job in achieving our goal of increasing member participation, something that had been a challenge for our chapter in the past. In order to achieve this, we created a point system by which members would be rewarded with a graduation medallion if they accrued enough points through tutoring and event participation. 22 student members will be receiving this medallion. We also increased the morale of our chapter by creating a t-shirt exclusively for our members, as a means to create an identity on campus. This is a strategy that many organizations on our campus use, but one that Gamma Theta had not embarked on in previous years.

In terms of collaboration, our chapter could improve by having more faculty and alumni participate in our meetings and events. In the future, it would be great to host events in which students can network with people other than their student peers. Another thing we could improve on is promoting the advancement of the field through collaboration with other disciplines. One goal that we did not fully accomplish was getting the PhD and PharmD more involved with each other. Our PhD students completing their doctorate degrees in pharmaceutical sciences could be a great asset to our PharmD students in terms of intellectual advancement, and vice versa. Lastly, another way to improve would be by encouraging academic achievement by providing small scholarships or plaques/certificates for our most outstanding students, all funded via our own fundraising events.

**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: Nova Southeastern University

Chapter name and region: Gamma Theta, Southeast

Name of member submitting statement: Ana D. Vega

Name of Chapter Advisor: Dr. Alexandra Perez

The Rho Chi Gamma Theta Chapter at Nova Southeastern University made great strides this year in increasing member participation. Historically an issue we struggled with, member participation took a 180-degree turn this year with the implementation of our “reward system.” Through this system, members were encouraged to participate in Gamma Theta events in order to be awarded an official Rho Chi medallion upon graduation. To qualify for the Rho Chi medallion, the member had to participate in the newly implemented “Rho Chi Tutoring Program”, participate in one of Gamma Theta’s fundraisers, and participate in our chapter’s largest event of the year, Seminar Night. The goal of this program was to engage both members and non-members in all class years by adhering to the society’s mission of contributing to the development of intellectual leaders. Through this program, we helped over 60 students improve their grades and retain material by reinforcing lecture in creative ways. Many opportunities were given to members to help raise funds at each campus, either through tabling or advertising, for the sale of our personalized College of Pharmacy business cards. Seminar Night participation ranged from responsibilities such as creating programs and flyers for the event, to helping decorate the venue, to setting up and ordering the catering services. Through this “reward system,” we had a total of 22 (40%) newly inducted members participate in the year’s events, fulfilling every requirement to qualify receive the medallion for graduation. In addition, these activities allowed us to foster collaboration amongst peers. Furthermore, Gamma Theta improved this year in terms of overall morale and identity. We became a stronger, cohesive group at our institution by carrying out very successful campus-wide events such as the “Rho Chi Seminar Night,” as well as by creating a t-shirt design as group. In addition, we did a great job with out budget this year and came up with creative ways to fund our events such as, by applying for grants provided by our school. We are proud that these ideas will be carried into the future and built upon.

**Appendix 1**

**Chapter Activities Report Template**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Rho Chi Gamma Theta, Nova Southeastern 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 | Tutoring took place on-campus via one-on-one, group, or large exam-review sessions, covering over 10 different courses. One exam review session was video-recorded and posted electronically for all students to view from the comfort of their homes. | This is directly in line with the mission to contribute to the development of intellectual leaders by helping students improve in their coursework and learn in new, creative ways. In addition, this activity helps to foster collaboration amongst peers. | 1 |  | 22 | 62 | Free of cost |
| College of Pharmacy Events [non-academic, non-patient outreach] | Seminar Night | Seminar Night titled ‘A Day in the Life of a Non-Traditional Pharmacist’ was open for all pharmacy students to learn about unique career paths that pharmacists have available to them. | This event aligns with the Rho Chi Mission Statement as it stimulated students to think about various ways to advance the profession. It also helped students to develop leadership characteristics think of unique ways they can apply their knowledge to help patients in unique ways. | 3 | An analysis with the former president (Steven Tunnicliffe) to assess the strengths and weaknesses of the event. The previous year had many students not show up for the event even though the event seemed full from RSVP’s. To improve the attendance, we incorporated a refundable $10 reservation for each seat. The previous year, two presenters did not show. To fix this, we made it a focus for our Seminar Chair to be the liaison between the speakers and the Chapter. | 25 | 55 | We had a budget of $550.00 and applied for the Student Government Association (SGA) allocations grant to help us with the cost. We were granted $355.00 from SGA. |
| Patient Outreach Events/ Community Service |  |  |  |  |  |  |  |  |
| Fundraising Events | Business card fundraiser | Sets of 100 business cards with NSU logo and each purchaser’s personal information | By fostering fellowship among its members and other practitioners | Over 3 years | Continued profits have been a measure of success. In the past year, information from the previous year’s fundraisers was used to ensure a successful fundraiser | 10 members assisted with the fundraiser | Over 60 individuals | Budget required to purchase cards: $630  Amount raised: $1260 |

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

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **ITEM** | **Amount Debited ($$ spent)** | **Amount Credited ($$ raised)** | **Balance** | **Comment** |
| **Balance Forward** |  | **$4569.94** | **$4569.94** | **Balance from 2013-2014** |
| **SGA Fall 2014 Allocation** |  | **$500.00** | **$5069.94** | **SGA Funds for AY 14/15** |
| **Rho Chi Induction Catering** | **$271.59** |  | **$4798.35** |  |
| **Rho Chi Induction Program Printing** | **$98.34** |  | **$4700.01** |  |
| **Rho Chi Chapter Dues** |  | **$5155.00** | **$9855.01** | **Collected for Inductees** |
| **Rho Chi Chapter Dues Payment** | **$4355.00** |  | **$5500.01** |  |
| **APhA Peripheral Brain Fundraiser** |  | **$7.00** | **$5507.01** | **Materials from 2013-2014 Fundraiser** |
| **Rho Chi November General Meeting** | **$27.73** |  | **$5479.28** | **Catering** |
| **Rho Chi January General Meeting** | **$28.89** |  | **$5450.39** | **Catering** |
| **Rho Chi Pharmacotherapy Tutoring** | **$27.88** |  | **$5422.51** | **Catering** |
| **Rho Chi February General Meeting** | **$58.48** |  | **$5364.03** | **Catering** |
| **Rho Chi February Officer Meeting** | **$25.98** |  | **$5338.05** | **Catering** |
| **Business Card Fundraiser** |  | **$580.00** | **$5918.05** | **Profits of fundraiser** |
| **SGA Opportunity Grant** |  | **$355.00** | **$6273.05** | **Grant for Seminar Night** |
| **Travel expenses for National Delegate** | **$697.18** |  | **$5575.87** | **Travel to APhA Annual** |
| **Seminar Night Catering & Supplies** | **$521.83** |  | **$5054.04** |  |
| **Seminar Night Tickets** |  | **$40.00** | **$5094.04** | **Sold to non-members** |
| **Class of 2015 Graduation Cords** | **$562.50** |  | **$4531.54** |  |
| **T-Shirt Fundraiser** | **$239.80** |  | **$4291.74** | **Loss** |
| **Rho Chi April Officer Meeting** | **$28.09** |  | **$4263.65** | **Catering** |
| **Final Balance** |  |  | **$4263.65** |  |