Annual Chapter Report

Date of report submission: May 15th, 2017

**Name of School/College:** Virginia Commonwealth University School of Pharmacy

**Chapter name and region:** Lambda, Region III, Mid Atlantic

**Chapter advisor’s name and e-mail address:**

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**Delegate who attended the Rho Chi Annual Meeting:** Rebecca Patterson

**Date delegate’s name submitted to Rho Chi:** February 7th, 2017

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

3rd year Pharm.D.: 21 (Richmond: 18, UVA: 2, INOVA: 1)

4th year Pharm.D.: 25

Graduate: 5

**Meetings**:

|  |  |  |  |
| --- | --- | --- | --- |
| Date | Attendance | Agenda | Action Steps |
| 9/13/16 | Executive Board | *-* Discuss upcoming years’ events and tentative dates- Discuss implementation of Google Drive / Venmo ® for Rho Chi events- Discuss finances (how to handle reimbursements) | *-* Finalized date of P2 recognition lunch- Created Google Drive folders for each executive board member to make future transitions more transparent- Finalized who would participate in the Central Virginia Asthma Coalition Camp |
| 9/21/16 | General Body MeetingR: 14C: 0I: 1 | - Review past events with all members present*-* Review upcoming events and dates | *-* Encouraged participation in tutoring given increased need for it this year |
| 10/11/16 | Executive Board | *-* Discuss new Student Executive Council (SEC) requirements for all school organizations- Discuss ongoing plans for the P2 recognition lunch- Discuss tutoring needs | *-* Finalized attendance at new required SEC meetings- All executive members to read bylaws by beginning of spring semester- Recruited more tutors for subjects that were lacking tutors |
| 10/19/16 | General Body MeetingR: 10C: 0I: 1 | *-* Review past events with all members present- Review upcoming events  | *-* Encourage more people to volunteer for tutoring- Encourage all to vote on their choice of book for book club |
| 11/8/16 | Executive Board | *-* Discuss upcoming events- Discuss continuing need for tutors | *-* Sent out Google Form to vote for book to be read in the spring book club- Prepared form to poll P3 class on topics for APPE Bootcamp reviews |
| 11/29/16 | Executive Board | *-* Discuss events for spring semester- Discuss bylaw meeting in early spring semester | *-* Voted on book for book club- Sent out APPE Bootcamp review form- Reminded executive board to read over bylaws before spring semester- Set date for P2 induction ceremony in the spring |
| 1/24/17 | Executive Board | *-* Discuss spring semester events- Discuss bylaws and potential revisions- Discuss reimbursement from School of Pharmacy (SOP) and reason for delay- Discuss initiation of journal clubs- Discuss signing up for tutoring | *-* Reviewed potential dates for the Pharmacy Bowl and Trivia Night- Reviewed dates for finalized APPE Bootcamp subjects, created form to allow volunteers to sign up to create presentations- Began reviewing Rho Chi Lambda’s bylaws |
| 2/14/17 | Executive Board | *-* Discuss upcoming events- Discuss induction ceremony- Discuss continuing need for tutors | *-* Finished bylaw review |
| 2/22/17 | General Body MeetingR: 6C: 0I: 0 | *-* Review past events- Review upcoming events- Present proposed bylaw additions for a vote  | *-* Due to lack of presence of quorum, unable to present bylaw changes for a vote |
| 3/14/17 | Executive Board | - Discuss upcoming events- Discuss Rho Chi items in storage- Discuss finalized plans for induction ceremony | - Finalized who would order graduation cords for P4 students- Voted on donation of items in storage- Reaffirmed plan for all executive members to arrive early to inductions |
| 4/12/17 | General Body MeetingR: 30C: 0I: 1 | - Prospective executive board member speeches- New executive board elections | - Elected new executive board members |

Abbreviations: R = Richmond campus; C=Charlottesville/UVA Satellite campus; I=Inova Fairfax Satellite campus

**Strategic Planning**:

This year, the Lambda Chapter set a goal of increasing our presence in VCU’s SOP and to encourage participation in organization-sponsored events. To do this, we built on the accomplishments of previous Lambda members and executive boards. Last year’s executive board instituted two new, fun, pharmacy-related events. The chapter planned to continue these in an effort to encourage school-wide involvement. Additionally, we held a book club that was open to all students and faculty. Due to the generosity of our faculty advisor in donating prizes for competitions, we were able to eliminate participation fees. This allowed us to improve access to our events. We also improved the ability of members to pay fees, and the ability of non-members to purchase study packets, by initiating use of Venmo ®. Furthermore, the chapter continued previous events and ceremonies. In this way, Lambda Chapter was able to encourage and recognize the intellectual achievements of our members and the SOP student body, and contribute to the development of intellectual leaders.

**Activities**:

This year, Lambda Chapter continued the majority of events held during previous years. In addition, we held a book club. The following is a list of the activities which we held or participated in over the course of the 2016-2017 school year, along with descriptions.

Prescription for Success (Rx for Success):

 **Category**: Intellectual Leadership Activity

 **Description**: Our chapter organizes a presentation for incoming P1 students, with tips for how to succeed in pharmacy school. This presentation is edited every single year to make sure it remains relevant for the new class, taking into account syllabus and course organizer changes. We work with current P1 professors, as well as rising P2 students, to make sure the information is correct. The presentation also includes general information about study habits, to ensure effective and efficient studying. Finally, we use this event to inform them of our tutoring services, and to promote the sale of our medicinal chemistry and pharmaceutical calculations packets.

 **Mission:** This activity aligns with the Rho Chi Mission Statement because it promotes the scholarship of P1 students.

 **Years:** Annual event (held in the first two weeks of the fall semester)

 **Evaluation:** The presentation is reviewed and adjusted each year, with feedback from rising P2 students and P1 professors. Verbal feedback is collected from P1 students in attendance.

 **Participation:** 2 members participated in the activity.

 **Impact:** 81 P1 students were in attendance.

 **Financial:** N/A

VCU SOP Open House

 **Category**: School of Pharmacy Event; Fundraising Event

 **Description**: During this school event, which is held on a Saturday afternoon, our chapter’s representatives help welcome incoming P1 students. We use a trifold poster to introduce these students and their families to Rho Chi, its mission statement and values, and work in the school. We also sell our medicinal chemistry and pharmaceutical calculations packets during this time.

 **Mission**: This activity aligns with the Rho Chi Mission Statement because it promotes the scholarship of P1 students.

 **Years**: Annual event (hosted by the VCU SOP early in the fall semester)

 **Evaluation**: No feedback was obtained this year. One major improvement we made was the manner in which students could pay for the two packets: we created a Venmo ® account for our chapter. The majority of people who purchased packets used this method of payment because they found it more convenient.

 **Participation**: 2 members participated in this activity.

 **Impact**: Approximately 40 P1 students and their family members were impacted.

 **Financial**: A small amount of funds was used to print the packets; as this was the only fundraising activity we undertook this year, we were pleased with the amount we were able to raise, although it was less than was raised last year. Please see Appendix 1 for further information on financial impact.

Central Virginia Asthma Coalition: Asthma Camp

 **Category**: Patient Outreach Event; Community Service

 **Description**: This event is our philanthropical outreach. “Camp Incredible” is held at a local community center. Children with asthma and their caretakers attend, and receive information about how to live with and manage asthma. Two of our members were in attendance, in order to answer medication-related questions. They were also able to give demonstrations of how to use different inhalers and devices using demonstration inhalers donated by pharmaceutical companies.

 **Mission**: This event aligns with the Rho Chi Mission Statement because it encourages intellectual leadership in those members who volunteer at the camp and fosters collaboration with community partners.

 **Years**: Annual event (hosted by the Central Virginia Asthma Coalition in the fall; this is the second year of our chapter’s participation)

 **Evaluation**: Written feedback from the camp organizers was positive. One improvement we made from last year was the use of demonstration inhalers and spacers.

 **Participation**: 2 members participated in this activity.

 **Impact**: 18 children and their respective guardians were impacted by this activity.

 **Financial**: N/A

Fall P2 Recognition Ceremony

 **Category**: School of Pharmacy Event

 **Description**: This lunch is held on a weekday during the lunch hour to recognize the top 25% of the P2 class. The Dean of the school and the chapter advisor offered congratulatory remarks. A short Halloween-themed trivia game was held as an “icebreaker” before the presentation of recognition certificates. Boxed lunches were provided to all in attendance.

 **Mission**: This activity aligns with the Rho Chi Mission Statement because it promotes and recognizes the scholarship of P2 students.

 **Years**: Annual event (held in the fall semester)

 **Evaluation**: No feedback was obtained immediately following the lunch. The venue was changed from the previous year: it was held in the pharmacy school building, rather than a nearby university-associated building, due to financial considerations. At a later date, this was commented on by at least one participating P2 student. The choice of venue is something the incoming executive board will need to consider carefully next year.

 **Participation**: 9 members participated in this activity.

 **Impact**: 27 P2 students were recognized at this lunch.

 **Financial**: Organizational funds were used to pay for the lunch and certificates. Please see Appendix 1 for further information on financial impact.

Drug Spelling Bee

 **Category**: Educational Activity

 **Description**: This activity was continued for the second year this year. Each class was allowed three participants, although the P4 class only had one member present. Participants were asked to spell generic drug names; they were given the brand name and pharmacologic category upon request. First place, second place, and third place winners were given prizes, that had been donated by our chapter advisor.

 **Mission**: This activity aligns with the Rho Chi Mission Statement because it recognizes scholarship in all current SOP students, in a fun and engaging way.

 **Years**: Annual event (this is the second year it has been held)

 **Evaluation**: No feedback was solicited, though verbal feedback was positive; one change that occurred was the difficulty level of the drug names. Last year’s competition went on for a very long time, because many of the drugs were on the Top 200 list, and therefore many students knew the proper spelling. This year, the executive board member in charge of organizing the activity ensured that the drugs were of a higher difficulty level.

 **Participation**: 2 members participated in organizing and hosting this activity.

 **Impact**: 10 students participated in this activity; approximately 10 others were in the audience; the Dean’s wife (a pharmacist and Rho Chi member) hosted the ceremonies

 **Financial**: N/A

Pharmacy Bowl

 **Category**: Educational Activity

 **Description**: This event is a jeopardy-style trivia competition that relies on knowledge of the field of pharmacy. Competing teams consisted of a P1, P2, and P3 student.This promotes collaboration among the different classes.

 **Mission**: This activity aligns with the Rho Chi Mission Statement because it promotes scholarship in all current SOP students, as well as fostering collaboration among students.

 **Years**: Annual event (traditionally held in the fall, it was held in the spring this year)

 **Evaluation**: No feedback was solicited; no major changes occurred since last year.

 **Participation**: 3 members participated in organizing and hosting this activity.

 **Impact**: 36 students participated in this activity.

 **Financial**: N/A

APPE Bootcamps

 **Category**: Intellectual Leadership Activity

 **Description**: Review sessions were prepared and presented by chapter members on topics chosen by the P3 class. These reviews serve to help P3 class members prepare in the last weeks before their APPEs begin. A needs survey was sent out at the end of the fall semester to the entire P3 class to determine which topics would be reviewed. The class selected heart failure and bug-drug indications. Teams consisting of chapter members then created short presentations (less than 40 minutes) on each topic, and presented to the class during two separate lunch hours at the end of the spring semester.

 **Mission**: This activity aligns with the Rho Chi Mission Statement because it promotes scholarship in the P3 class, as well as encouraging intellectual leadership among those chapter members who prepared the presentations.

 **Years**: Annual event (held at the end of the spring semester, just prior to the beginning of APPE rotations)

 **Evaluation**: No feedback was obtained, aside from the initial needs survey taken by current P3 students; no major changes occurred since last year.

 **Participation**: 8 members participated in preparing and presenting at the two review sessions.

 **Impact**: Approximately 25 P3 students attended each of the two review sessions.

 **Financial**: N/A

APPE Preceptor Panel

 **Category**: Intellectual Leadership Activity

 **Description**: This event, held during the lunch hour, was hosted by our chapter in order to help current P3 students prepare for their APPE rotations. Preceptors who represented three rotation types (geriatric, acute care, and community) answered questions in a Q&A style panel about what to expect from APPE rotations and how to make the most of them. A current P4 chapter member was present to provide a student perspective. Audience members were able to ask their own questions at the end of the session.

 **Mission**: This activity aligns with the Rho Chi Mission Statement because it prepares P3 students for their fourth-year rotations, and contributes to the development of intellectual leaders.

 **Years**: Annual event (held during the spring semester)

 **Evaluation**: No feedback was obtained; no major changes occurred since last year.

 **Participation**: 1 member participated in organizing and hosting this event.

 **Impact**: 24 P3 students were present at the event.

 **Financial**: N/A

Book Club

 **Category**: Educational Activity

 **Description**: A poll was sent out to all current chapter members at the end of the fall semester that contained a list of five fiction books and five nonfiction books. Based on the results of this poll, the nonfiction book “Stiff” by Mary Roach was chosen. The book club was then advertised to the entire student body, as all were welcome to join in reading it. The chapter held one very informal book club meeting in the middle of the spring semester, with potluck food provided. All present engaged in a discussion about what interested them most in the book and what they learned from it. This event was designed to bring back joy in reading in anyone who participated.

 **Mission**: This activity aligns with the Rho Chi Mission Statement because it contributes to the development of intellectual leaders and stimulates critical inquiry.

 **Years**: New event (held for the first time in the spring semester)

 **Evaluation**: N/A (applicable once event has been ongoing for >1 year)

 **Participation**: 4 members participated in the event.

 **Impact**: 4 students attended the event.

 **Financial**: N/A

Tutoring

 **Category**: Intellectual Leadership Activity

 **Description**: Tutoring requests are submitted to the Dean’s office, either by the course professor or by an individual student. Once reviewed and approved, this request is forwarded to the Scholarship Chair, the executive board member in charge of organizing tutoring. The majority of P1 students who requested tutoring needed assistance in medicinal chemistry and biopharmaceutics. The P2 students who requested tutoring needed assistance in a variety of their therapeutics modules, such as cardiology, renal, and infectious diseases. Tutoring sessions were designed to help the student with specific class material as well as with overall study habits. Tutors contacted the tutees using a preset template created by the scholarship chair, in order to assure the tutees understood the limitations of the service (tutors are not able to help with homework assignments, tutors will not reveal old test information, etc).

 **Mission**: This activity aligns with the Rho Chi Mission Statement because it advances the scholarship of P1 and P2 students.

 **Years**: Ongoing (occurs throughout the school year on an as-needed basis)

 **Evaluation**: This year, the executive board member in charge of organizing tutoring (the Scholarship Chair) began soliciting feedback from tutees during the fall semester in order to evaluate their experience of the tutoring system. This information may be used to implement changes in future. On a more informal level, all of the students who required tutoring in the infectious diseases therapeutics module, per the request of the instructor, passed the course!

 **Participation**: 10 members were involved over the course of the year as tutors.

 **Impact**: 22 students (in the P1 and P2 classes) were tutored over the course of the year. Some of these students had recurrent sessions; some only required one tutoring session.

 **Financial**: N/A

Journal Club

 **Category**: Intellectual Leadership Activity

 **Description**: Journal Clubs held by the chapter give students the opportunity to engage with and critique medical literature. This allows students to expand upon what they learn in the mandatory evidence-based medicine courses that form part of the curriculum at the SOP. Students choose their own article to read, and work through it with the help of a faculty mentor. They then present on the article to any students from the entire school who choose to attend. The chapter secretary is responsible for promoting journal clubs to the student body, and arranging dates, times, and room reservations.

 **Mission**: This activity aligns with the Rho Chi Mission Statement because it advances the scholarship of students at the school, encourages intellectual leadership, and stimulates intellectual inquiry.

 **Years**: Ongoing (occurs throughout the school year at students’ request)

 **Evaluation**: No feedback was obtained; no major changes occurred since last year.

 **Participation**: 5 members participated in journal club this year.

 **Impact**: 0 non-chapter members participated.

 **Financial**: N/A

Lambda Chapter intends to continue these events in future years. Additionally, we hope to reinstate the Student/Facutly Trivia Bowl, which was held for the first time last year, but were not able to organize this year due to time restraints in the spring semester. This event was popular with both faculty and students, and we hope it can continue in years to come. Feedback overall has been positive from both students and faculty members regarding our chapter’s events.

**Financial/ Budgeting**:

The sale of comprehensive medicinal chemistry and pharmaceutical calculations packets to the incoming P1 class was the only form of fundraising undertaken by Lambda chapter this year. The majority of funding came from the SOP and Rite Aid Pharmacy, which donated $500 in sponsorship of the Fall P2 Recognition Ceremony. Prizes for our various competitions were graciously donated by our faculty advisor. The majority of our purchases were expected (such as graduation cords, certificates for the recognition ceremony, and pins and certificates for new members). Therefore, these purchases were covered by chapter funds without being put to a vote. The larger purchases (such as venue deposit and catering for the spring induction ceremony) were paid for by new member dues and the funding from the school. Despite the lack of fundraising events, Lambda chapter ends this school year with approximately $80 less than we began it. For specific details concerning chapter finances, please see Appendix 1.

**Initiation Function**:

The 2017 Induction Ceremony was held in March at Maggiano’s Little Italy restaurant in Short Pump Town Center, Richmond, Virginia. Each new member was invited to attend and bring two guests. All present enjoyed a lunch catered by Maggiano’s, which was followed by the induction and initiation ceremony. All executive board members, as well as Lambda Chapter’s advisor, Dr. Donohoe, were in attendance. The Dean of VCU School of Pharmacy, Joseph DiPiro, and the Associate Dean for Admissions and Student Services, Kelechi C. Ogbonna, gave congratulatory addresses during the ceremony. Lambda Chapter was proud to induct 22 P2 students, 7 P3 students, and 1 faculty member. Our keynote speaker was Dr. Douglas H. Sweet, a distinguished professor at the VCU School of Pharmacy and chairman of the Department of Pharmaceutics. He is our third faculty member inductee.

**Evaluation/Reflection**:

 Our chapter’s goal this year was to increase our outreach to non-Rho Chi members in the VCU SOP. To do this, we continued the majority of events held in previous years, and added one new event, the book club. Participation in these events was modest, and participants comprised both chapter members and students from the general student body. On reflection, participation in our “fun” events (such as the Spelling Bee, or the Pharmacy Trivia Bowl) might have been improved by increasing the amount of advertising to the general student body. We utilized our Facebook page, as well as the pages of each specific class (VCU SOP Class of 2019, for example) to advertise our events. If we had also done announcements in person, or sent out reminders with the weekly school announcements, we might have increased our reach. However, as the previous year’s president noted in his report, it is always difficult to encourage participation in our “non-fun” events (such as General Body Meetings). The majority of our chapter members are involved in multiple different organizations, and have many different obligations. The newly elected president is aware of how scheduling conflicts can make participation difficult, and will take this into account when setting dates for chapter events.

 In future, our chapter hopes to institute a new event: a review session for P2 students on how to approach therapeutics modules. This event would be similar to our “Rx for Success” for the P1 class, in that it would contain hints on how to approach therapeutics modules and general advice. This event was requested by a number of faculty members who teach the P2 class, as they believe it would be beneficial. In years past, our chapter did hold a similar event, but it was allowed to lapse. The hope is that by reinstituting it, we can encourage a higher level of scholarship in the P2 class.

 Overall, this year was a successful one for our chapter. We continued in the past tradition of excellence, and laid the foundations for the incoming executive board to do the same. We noted areas in which improvements can be made, and passed these recommendations on to the new board.

**Appendix 1**

**Chapter Finances**

|  |
| --- |
| Rho Chi Lambda Chapter, Virginia Commonwealth University Finance Table |
| Item | Amount debited | Amount credited | Balance | Comment |
| Balance forward |   | $3,802  | $3,802 | Starting balance |
| Selling study packets to students |  $45 | $510  | $4,268 | Printing ($44.70) |
| Rho Chi bulletin board | $24  |   | $4,244 |  |
| Recognition Lunch certificates/stationary | $50  |   | $4,194 |   |
| Recognition Lunch |  $464 |   | $3,730 | Boxed lunches; includes drinks ($12) |
| Rho Chi Induction Ceremony, Maggiano’s deposit | $900  |  | $2,830 |  |
| Membership induction checks |   | $4,350  | $7,180 |   |
| Payment to Rho Chi National Office | $1,950  |   | $5,230 |  |
| Rite Aid sponsorship for Recognition Ceremony |  | $500 | $5,730 |  |
| Funding from VCU SOP |  | $500 | $6,230 |   |
| Rho Chi Induction Ceremony, Maggiano’s catering | $2,105 |  | $4,125 | Food ($1,704.79)Service ($400) |
| Graduation cords | $375  |  | $3,750 | ($12.50) x 30 cords |
| Thank-you gift | $29 |  | $3,721 |  |
| Ending balance |   |   | $3,721 | Ending balance |