### Annual Chapter Report Outline

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

**Date of report submission:** 2017-05-14

**Name of School/College:** University of Minnesota Twin Cities

**Chapter Name & region:** Mu Chapter - V

**Delegate who attended the Rho Chi Annual Meeting:** Ryan Chaffee

**Date Delegate’s name submitted:** 2017-01-01

Past year's officers and e-mail addresses

President

First Name  
Kyle

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Vice President

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Nicole

Last Name  
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Secretary

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Kim

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Treasurer

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Historian

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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)  
2017-05-03

New officers and e-mail addresses

President

First Name  
Anna

Last Name  
Kloster

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Vice President

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Chris

Last Name  
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Secretary

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Megan

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Delaney

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Hart

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Chapter advisor’s name and e-mail address

First Name  
Gary

Last Name  
Carlson

Email  
[GCARLSO5@fairview.org](mailto:GCARLSO5@fairview.org)

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

[chapter-advisors]

**Introduction**

This is our submitted form for the end of the year chapter report.

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

|  |  |  |  |
| --- | --- | --- | --- |
| Date | Attendance | Agenda | Action Steps |
| 2017-09-30 | 25 | Planning meeting for semester, including group planning for initiatives including research day, selling test packets, tutoring center, etc | Fundraising chair to move forward with planning for fundraising in lieu of test packet sales, research day chairs report back for additional help they may need for planning |
| 2017-10-30 | 5 | research day informal meeting | continue to ensure research day planning proceeded as planned |
| 2017-11-30 | 3 | meeting between executive board members to begin banquet planning, continue discussing options for fundraising in lieu of test packets |  |
| 2017-01-30 | 5 | banquet planning | continue to proceed with booking entertainment, planning speakers that align with Rho Chi's initiatives |

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

We chose to set the goal of continuing to promote research and scholarly excellence by pushing forward with research day and our tutoring center. These are the two largest initiatives for our chapter that promote the professionalism and academic importance of Rho Chi. We worked with various organizations and local pharmacy partners to ensure the success of these initiatives and continued to work closely with the College and Student Services to be able to provide the best group tutoring and peer to peer tutoring available. We hope to continue these endeavors that help promote Rho Chi for years to come, and it was important for us this year to set the framework for that to continue.

**Activities**

Our organization ran a tutoring center that was open three days a week throughout both semesters. Numbers of students interested and using these services continued to increase, which is great for our organization to help promote the success of all students in the College, not just Rho Chi. We also worked to provide drug and PK reference cards and other reference materials to our classmates to promote academic success. Our initiation banquet was also a successful event that welcomed new members into our organization and helped instill interest in new members to continue our successful initiatives. We also supported awards banquets for the graduating members of the College, giving awards for the student member with the highest GPA in the graduating class. We worked to recognize students monthly with a "student of the month" kudos spotlight to recognize stand-out classmates and help promote the work of Rho Chi.

**Financial Budgeting**

The budget was modeled after previous years and approved by the group. It is important for our chapter to maintain a minimum set budget, and we worked well together as an executive board to help ensure our success in this aspect. Financially, we continued to follow our budget. We worked hard to find fundraising opportunities; with our College's change in curriculum, we are no longer able to sell test packets, which was a bulk of our fundraising income. We were able to come up with new ideas, but at this time, they are not generating the same amount of revenue. New eboard members have already begun working diligently to support the cause.

**Installation Function**

The initiation function was a well-attended event that was held on the Twin Cities campus at the MacNamara alumni center. As in previous years, members from the executive board attended to initiate new members into the organization and celebrate their achievements. Entertainment was provided in the form of a magician. A celebrated faculty member, Dr. David Ferguson, gave a keynote address relating ethics and professionalism to Rho Chi values, and utilized audience questions to relate this to our success as future pharmacists.

**Evaluation/Reflection**

The hardest thing with our organization is attendance and involvement. It seems that third years are often involved in many things, or the courseload requires less on-campus time, making meetings difficult to schedule and poorly attended. Regardless of attendance, we worked well as an organization to brainstorm fundraising ideas to ensure we are able to continue building financial opportunities for members and other students. We worked hard as a group to continue to support the tutoring center, research day, and the initiation banquet. We had a lot of great ideas come from many general members, but as stated, it is difficult to come together, and many of those ideas were not able to come to fruition. We work well at maintaining steady streams of communication between the outgoing and incoming eboards to ensure a successful transition that outlines where the organization needs further assistance.

**Other Information**

We would not like to submit additional information.