### Annual Chapter Report Outline

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

**Date of report submission:** 2016-05-15

**Name of School/College:** The Ohio State University

**Chapter Name & region:** Upsilon Chapter, Region IV-East

**Delegate who attended the Rho Chi Annual Meeting:** N/A

**Date Delegate’s name submitted:** 2016-05-15

Past year's officers and e-mail addresses

President

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Vice President

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Rady

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Historian

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Dung

Last Name
Vo

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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)

New officers and e-mail addresses

President

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Vice President

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Chapter advisor’s name and e-mail address

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

[chapter-advisors]

**Introduction**

N/A

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

|  |  |  |  |
| --- | --- | --- | --- |
| Date | Attendance | Agenda | Action Steps |
| 2015-04-03 | Current Rho Chi officers, incoming general body, and advisor | New initiate general body meeting, Elections, Committees | Elected incoming officers and formed committees for fundraising, mentoring, initiation, and service |
| 2015-04-15 | Current and incoming Rho Chi officers and advisor | Executive Board transition | Discussed plan for next year and transferred information to incoming officers |
| 2015-09-05 | P1 class, select Rho Chi and P2 members | P1 Survival Guide | Delivered Survival Guide |
| 2015-09-10 | P3 class, select Rho Chi and P4 members | P3 Survival Guide | Delivered Survival Guide |

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

For the 2015-2016 academic year, the Rho Chi Upsilon chapter aimed to fulfill three goals. First, the chapter planned to increase Rho Chi visibility in the Ohio State University College of Pharmacy student community. Second, the chapter focused on revamping its fundraising and service committees to establish sustainable projects for future years. Third, the chapter focused on increasing funding for the Mentor-Mentee Program.

**Activities**

Fundraising: During the summer of 2015, the executive board and members of the fundraising committee dedicated their time and effort into updating Rho Chi “Pocket Guides,” which contain important lab and diagnostic values, medication and disease state information, and medication counseling tips that are useful for student pharmacists during IPPE and APPE rotations. These guides were sold to pharmacy students at the beginning of the year as a fundraiser. We hope the future members of Rho Chi will continue to update and sell these useful guides to fellow students. This year the executive board and the fundraising committee expanded the chapter’s fundraising projects by selling mugs. We hope that next year’s fundraising committee will continue and make further improvements on this project.

Academics: During the first month of autumn semester, Rho Chi members held “Survival Guide” sessions to share advice with incoming P1s, P2s, and P3s on what to expect from their professors, courses, and the experiential program during the coming year. Rho Chi members held hour-long question-and-answer sessions with each class and provided handouts with helpful tips concerning courses and professors. The “Survival Guide” program has been ongoing for seven years, and we plan to continue this program in the future.

Mentor-Mentee Program: Continuing in the footsteps of last year’s Mentor-Mentee committee, we identified second and third year students to be the most beneficial resources to help P1 students adjust to professional school, the College of Pharmacy, and the city of Columbus. We collaborated with Joe Orozco, Kelly Crum, and the Student Affairs Office to help plan for this year’s activities. Student mentors, who applied for their positions, were placed with four to five P1 students for the 2015-2016 academic year. They were required to attend the first year student orientation and white coat ceremony to first meet their mentees, attend the Mentor-Mentee Breakfast event, followed by activities throughout the year. The program was led by the Rho Chi Mentor-Mentee committee and the Office of Student Affairs, but all pharmacy students were welcome to apply for a position as a mentor. We hope that next year’s Mentor-Mentee committee will continue to strengthen this program.

Service: This year the executive board and the service committee worked to establish a new service project that will be meaningful and sustainable for the upcoming years. Our members planned and organized a Bingo Fundraiser to raise money and school supplies for Volunteers of America’s Operation Backpack. All pharmacy students were welcomed to play, and the bingo questions were based on information about the top 200 prescription drugs. We hope that next year’s members will continue and expand on this project.

Initiation: The year ended with an initiation ceremony to welcome our incoming members into the society. The initiation took place on March 24, 2016. We were honored to have the nationally distinguished speaker as our guest speaker, Dr. William E. Evans, the current director and CEO of St. Jude Children’s Research Hospital. The initiation was held at the Biomedical Research Tower at the University. Families, friends, and faculty and staff of the Ohio State University College of Pharmacy were invited to the ceremony to congratulate the new initiates and celebrate with snacks and refreshments. This year we had over 100 guests and students in attendance.

Elections: The last phase of our yearly activities concluded with the election of our incoming officers. Elections were held in early April, about a week after initiation. We look forward to the influence our new leaders will have on our Upsilon chapter at Ohio State.

**Financial Budgeting**

Our budgeting goal going into the 2015-2016 academic year was to “net positive,” as to spend less money than we would generate through fundraising. At the beginning of the year, our chapter account contained $5,128.19 and we end our term with a balance of $4,514.54. Our chapter did not logistically reach our goal of leaving the next Rho Chi leaders with more funds than when we began. Notably, however, during the previous year (2014-2015) the Dean’s Match disbursement of $534.50 for our class’s chapter was reimbursed early and is reflected in our beginning balance. If that is taken into account and the 2015-2016 account summary is adjusted to reflect the Dean’s disbarment for our class’s chapter, we would have net a positive amount of $290.15, reaching our goal.

Our chapter had a goal of increasing the presence of Rho Chi within the OSU College of Pharmacy and become more active in student affairs. To reach this goal, Rho Chi funds were put towards Mentor-Mentee activities ($198.01), Survival Guide Sessions/Meetings ($403.10), as well as our Bingo Fundraiser ($16.00). Additionally, we spent $351.61 on our initiation ceremony, and $303.80 on dinner with our speaker Dr. William Evans beforehand. Miscellaneous expenses included graduation cords for P4 students, National membership dues, SSHP Emergency medicine training session, as well as securing materials for our fundraising activities.

Fundraising efforts this year were mainly by selling Rho Chi “Pocket Guides”, and Rho Chi “Counseling Tip Guides” and “OSU College of Pharmacy” coffee mugs to fellow pharmacy students. The executive board revised the pocket guides to improve upon the previous year’s template with additional disease state modules and updates regarding pharmacist and pharmacy intern immunization. In this way, we provided a more comprehensive guidebook than ever before. We sold around 60 pocket guides, and made around $360 profit. Plans are being made to update the “Pocket Guides” and “Counseling Tip Guides” again next year in concordance with updated guidelines. Additionally, we applied for and received $200 Operating funds through the Ohio Union, and made around $126 profit from mug sales. We have extra stock of “Counseling Tip Guides” and coffee mugs that we will be handing over to the next chapter class to be utilized for their class’s fundraising efforts.

**Installation Function**

The Rho Chi Upsilon Chapter 2016 Initiation Ceremony took place on Thursday, March 24, in the Biomedical Research Tower at the Ohio State University. This year our chapter welcomed 23 new PharmD Candidates and 5 graduate students into the society. The new initiates, Dr. Milap Nahata, our chapter advisor, Dr. Henry J. Mann, the dean of the Ohio State University College of Pharmacy, the current Rho Chi officers, the current Rho Chi members, the faculty and staff of the Ohio State University College of Pharmacy, and the invited family and friends of the new initiates joined us for the ceremony. Beverages and light appetizers were provided for all attendees. This year we were honored to have Dr. William E. Evans, the current director and CEO of St. Jude Children’s Research Hospital, be our guest speaker. Dr. Evans delivered an inspiring speech and welcomed the initiates into the society. The initiates were then individually called up to sign the chapter registry.

**Evaluation/Reflection**

We are very happy with all the achievements made by the Rho Chi Upsilon chapter for the 2015-2016 school year. Of the three strategic goals that we envisioned at the beginning of the year, we have accomplished all three.

Our first goal was to increase Rho Chi visibility in the Ohio State University College of Pharmacy student community. Our members worked with SSHP members to develop and organize the Emergency Medicine session, where all pharmacy students were welcomed to join. Our president and vice president presented to the incoming P1 students during their orientation week about study tips and how to survive pharmacy school. We hope that the upcoming Rho Chi members will further this goal for the next year.

Our second goal was to revamp our fundraising and service committees and establish sustainable projects for future years. Through the Bingo Fundraiser, we were able to raise money and receive school supplies to donate to Operation Backpack. We raised funds for our chapter’s operations through Pocket Guide and mug sales. For the upcoming academic year, we hope that the future Rho Chi members will continue these projects and further improve them.

Our third goal was to increase funding for the Mentor-Mentee Program and to promote more interactions between the mentors and mentees. Our Mentor-Mentee committee worked together with Joe Orozco, Kelly Crum, and the Student Affairs Office to implement two new activities for the mentors and mentees—the Mentor-Mentee Breakfast and the Mailbox Candy event. We hope that the Mentor-Mentee Program will continue to expand with next year’s leadership.

In summary, the Upsilon chapter of Rho Chi had a successful year at The Ohio State University. We encourage our new initiates to continue the progress of our current and former leaders and improve Rho Chi for the upcoming academic year.

**Other Information**

N/A