### 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:** The Ohio State University

**Chapter Name & region:** Upsilon – Region 4 East-Mideastern

**Delegate who attended the Rho Chi Annual Meeting:** Aundrea Jocola

**Date Delegate’s name submitted:** 2017-05-14

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)

New officers and e-mail addresses

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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**

Upsilon Chapter worked hard this year to accomplish our goals, and we feel we had great success as a chapter and as an executive board.

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

|  |  |  |  |
| --- | --- | --- | --- |
| Date | Attendance | Agenda | Action Steps |
| 2016-06-28 | Rho Chi officers and advisors | Executive board meeting | Introduced chapter goals, discussed fundraising and service project ideas |
| 2016-08-03 | Rho Chi officers and advisor | Executive board meeting | Finalized fall activities, including survival guides, fundraising and service project |
| 2016-09-01 | Rho Chi general body and advisor | General body meeting | Discussed survival guides, fundraising, and service project, as well as future plans for lectures and initiation ceremony in the spring |
| 2017-03-06 | Rho Chi general body, new initiates, and advisor | General body meeting | Planned for fundraising and service project ideas, announced SSHP lecture series event and initiation ceremony details |

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

During our initial executive board meeting during the summer, we set several goals for the organization. The first was to increase the visibility of Rho Chi throughout the College of Pharmacy. We accomplished this through increased advertising in class of our events and fundraisers, as well as member t-shirts to promote the organization. The second was to continue to foster collaboration with other student organizations, which we did by continuing the SSHP-Rho Chi lecture series from the previous year. The third goal was to foster intellectual development of other pharmacy students. This was accomplished through our survival guide series at the beginning of the fall semester, our topic discussion collaboration with SSHP, and with the improvement of our therapeutics pocket guide. Finally, we set a financial goal of breaking even or being profitable, which was accomplished thanks to our successful fundraisers.

**Activities**

Fundraising:  
Pocket guides: During the 2016-2017 school year, Rho Chi Upsilon Chapter sold pocket guides to P1 through P4 students.This has been an ongoing fundraiser over the past several years of Rho Chi classes. Our chapter sold two types of pocket guides: pharmacotherapy guides and drug counseling guides. The pharmacotherapy pocket guides contained updated guidelines regarding various disease states including diabetes, hypertension, COPD, heart failure, etc. The drug counseling guides contained helpful counseling tips and recommendations for both prescription and OTC drugs. Each pocket guide was sold for $10 a piece or $18 for both guides and to date our profit has exceeded $2000. This was undoubtedly the most successful pocket guide sale in Rho Chi’s recent history and this can be credited to our hardworking group members who helped to improve the quality of the the guide and developed strategies to market the guide in order to reach as many interested students and alumni as possible.

Wine glasses: During the fall of 2016, our fundraising chair designed wine glasses to be used as a fall/winter fundraiser. She worked extensively with The Ohio State University’s branding team to ensure that the glasses followed brand guidelines for using the official university logo. These glasses were planned initially to be a winter fundraiser, as we anticipated sales would be highest right before the winter break between semesters (Christmas gift sales). We have sold more wine glasses at several events throughout the semester, including before and after our initiation ceremony. Though the sales were spread out over two semesters, we did end up making a profit on this item.

Academics:  
Survival guides: During the summer of 2016 the Rho Chi Upsilon Chapter updated and organized the Rho Chi “Survival Guides” to share advice with incoming P1s, P2s, and P3s on what to expect from their professors, courses, and experiential programming during the upcoming year. These meetings included question and answer sessions with each class and as well as handouts with helpful tips concerning courses and professors. We had a total of 11 students volunteer to be presenters in the three meetings, and 153 students attended the sessions. This program has been ongoing for 8 years, and is one of our most effective outreaches to the Ohio State College of Pharmacy.

Topic discussion: In April 2017, Rho Chi Upsilon partnered with the Ohio State Student Society of Health-System Pharmacy (SSHP) for the second annual Topic Discussion and Case Study. We hosted pharmacy specialists Megan Feeney and Corey Burrelli, PGY2 residents in Critical Care and Solid Organ Transplant respectively, from the Wexner Medical Center. Students in P1, P2, and P3 classes spent an evening applying classroom knowledge to real patient cases in these specialist areas.

Service:  
Service to the Community: In November 2016, Rho Chi Upsilon Chapter organized a new service event for this year: We hosted a charity drive for The Ohio State University Hospital East, a hospital located in an underserved area of Columbus, Ohio. Boxes were set up for each of the pharmacy classes to donate cold weather items, such as mittens, gloves, hats, scarves, and miscellaneous clothing. There was a competition between the classes to donate the most items during the collection period. After collecting the donated items, other donations were purchased using Rho Chi funds from fundraising events. Four Rho Chi members worked alongside pharmacist Ariane Schieber at OSU East to pass out the items and make patients aware of the potential services that their pharmacist can provide. In total, over 140 cold weather items were donated to low-income patients at The Ohio State University East Hospital. In addition, the class that donated the most items was rewarded with a bagel & coffee breakfast from Panera before class one morning.

Mentor-Mentee Program: Rho Chi Upsilon Chapter partnered with the College of Pharmacy Office of Student Affairs to coordinate the Mentor-Mentee Program. This ongoing initiative pairs second-year and third-year PharmD students with small groups of approximately four to five incoming first-year students. The P2s and P3s meet their groups of mentees during orientation week and take part in the White Coat Ceremony, placing the white coats on each of their mentees. The mentors also meet with their mentees throughout the year and serve as a resource for questions or concerns about school, Columbus, pharmacy, or other topics.

Elections:  
In April 2017, we held elections of our incoming officers from our new candidates in the PharmD Class of 2019. We utilized a Google Form for voting in order to facilitate voting and provide instant results to our new chapter officers. We look forward to the influence our new leaders will have on the Rho Chi Upsilon Chapter at the Ohio State University.

**Financial Budgeting**

Since we started the year with a significant amount of money in the organization bank account, our budget for the year was fairly flexible. Our major goals were to increase sales of our pocket guides, to break even or be profitable for the year, and to fund a service project at an underserved hospital in the Columbus area. Our major fundraisers were the pocket guide sales during the first 3 weeks of the school year, and our wine glass sales at the end of fall semester and sporadically throughout the spring semester. Both sales were very successful, largely thanks to our implementation of Venmo as a payment option.

**Installation Function**

The year ended with an initiation ceremony to welcome our incoming members into the society. The initiation took place on April 20th, 2017. We were honored to have Dr. John E. Murphy, PharmD, FASHP, FCCP, the current Associate Dean at the University of Arizona. Other guests included: Dr. Nahata, chapter advisor, and Dean Henry Mann. Both shared their congratulations with the incoming class. The initiation was held at the Biomedical Research Tower at The Ohio State University. Families, friends, faculty and staff at the Ohio State University College of Pharmacy were invited to the ceremony to congratulate the new initiates and celebrate with wraps, fruit, cookies and refreshments. This year we had approximately 80 guests in attendance. Programs with the Class of 2019 initiates names, historical information about Rho Chi Society, and schedule of events were provided. Current Rho Chi executive board members and current members planned the programming and participated by speaking, handing out pins, and facilitating the banquet. To signify their induction, initiates were called to the stage one by one and signed the Rho Chi Upsilon Chapter book.

**Evaluation/Reflection**

Overall, we felt that our chapter and our executive board were extremely effective this past year and made significant progress on goals set both this year and in previous years. Our pocket guide fundraiser was a proud accomplishment this year. Our executive board began working on the pocket guides over the summer, which gave us ample time to make sure that they were both accurate and aesthetically appealing. This led to a sales increase of more than 300% from the previous year, and hundreds of guides sold.  
We also had a lot of participation in our winter clothing service project for OSU Hospital East. By placing bins in the student lounge and providing a prize for the class that donated the most, we were able to encourage all students to participate and received a large number of donated items. The subsequent prize for third-year students (Panera bagels and coffee before class) helped to achieve our goal of greater visibility throughout the College of Pharmacy. If future Rho Chi members continue this fundraiser, we would recommend emphasizing one-size-fits-all items for the clothing drive, since these were the easiest to hand out to OSU East patients. We were able to reach 30+ patients with this drive, which we felt was very effective for an inaugural run. The four Rho Chi members that handed out the items at the hospital enjoyed the experience immensely, but this could perhaps be expanded in the future to allow more members to interact with patients.  
Because of the success of our fundraisers throughout the year, we were able to provide free t-shirts to Rho Chi members. This was met with very positive feedback from all members and helped to increase unity within our class. Although this may not always be possible based on budgetary constraints, a free or subsidized item of clothing with Rho Chi branding may be a nice initiative for future classes to continue.  
Much of our success could be attributed to the fact that our executive board worked together very well. In our transition meetings, we tried to emphasize this fact to the incoming officers. We hope that our experience will only help Rho Chi at Ohio State to continue to grow and improve!

**Other Information**

This year, we implemented a Venmo account for the Rho Chi chapter to offer a more flexible payment method during our fundraisers, and to make paying back members a more efficient process. Since Venmo accounts must be connected to a phone number, we utilized the Google Voice number connected to our email account so that the Venmo account could be passed down without requiring any one member to maintain it. Instructions were created for the next year’s treasurer on how to utilize the account in the future. Overall, students were very receptive and appreciative of this payment option, and it seemed to help us increase our pocket guide sales significantly.