**Annual Chapter Report – 2016-2017**

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 1, 2017

Name of School/College: UNC Eshelman School of Pharmacy

Chapter name and region: Xi, Region III-Mid Atlantic

Chapter advisor’s name and e-mail address: Robert Dupuis, re\_dupuis@unc.edu

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

Date delegate’s name submitted to Rho Chi: N/A

Past year’s officers and e-mail addresses:

President: Hampton Hall, william\_hall@unc.edu

Vice President: Vivian Cheng, vcheng@email.unc.edu

Secretary: Kate Summers, klsummer@email.unc.edu

Treasurer: Alexis Williams, alexis\_williams@unc.edu

Historian: N/A

New officers and e-mail addresses for next academic year:

President: Shannon Palmer, spalm@email.unc.edu

Vice President: Kelsey Fletcher, klfletch@email.unc.edu

Secretary: Emily Leonard, leoemily@email.unc.edu

Treasurer: Kevin Straughn, kevin\_straughn @unc.edu

Historian: N/A

Number of Rho Chi student members at college or school, listed by class year and program (and by campus if more than one campus):

Class of 2017: 28 student members

Class of 2018: 35 student members

Class of 2019: 32 student members, 2 faculty members

**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).**

|  |  |  |  |
| --- | --- | --- | --- |
| Date | Attendance | Agenda | Action Steps |
| 17-Aug-2016 | 35 (General Body Meeting) | Statement of Rho Chi Mission | N/A |
| Fundraising – 20 oz latte mugs | Solicited volunteers for selling mugs in the PharMart the last 2 weeks of September |
| Family day: short presentation | Asked for assistance with Family Day activities, representation of Rho Chi |
| Faculty appreciation breakfast: described logistics, timeframe, and co-hosting with CPFI | N/A |
| Tutoring: tutors were given an overview of the New Curriculum for PY1 students, how to report tutoring sessions, and general advice on tutoring | N/A |
| 09-Mar-2017 | 51 (General Body Meetings) | Statement of Rho Chi Mission | N/A |
| Welcoming of new members | N/A |
| Fundraising: White coat embroidery | Solicited volunteers for selling items in the PharMart the third week of March |
| Donate Life Carnival: mission, overview, plan for event | N/A |
| Induction Ceremony overview for PY2 student members | Asked PY2 members to review ceremony logistics and sent follow-up email |

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

This year, our goals were to continue to improve the tutoring program to meet the needs of our changing curriculum for first and second year students. Our second goal was to attract a high-profile keynote speaker to our induction ceremony in April. Additionally, we wished to break the record number of organ and tissue donors (248) that we registered last year at our Donate Life Carnival.

**Activities**: (Limit 1500 words)

**Fall semester:**

**Bridging course tutoring**: As part of our revised pharmacy curriculum, PY1 students took short, intense bridging courses intended to make sure all students had the same baseline knowledge in a variety of sciences important for their first year of pharmacy school. To accommodate this bridging coursework, Rho Chi established walk-in tutoring hours for the PY1 students. All tutoring services for both the fall and spring were organized by our secretary, Kate Summers. These tutors were made available to all students who had any questions about the course material. A total of 20 students signed up to be walk-in tutors for bridging courses.

**1-on-1 tutoring** - Rho Chi members are invited and strongly encouraged to participate in the 1-on-1 tutoring program for core curriculum coursework. In the fall, we had 13 requests for one-on-one tutoring. Members are paid to tutor pharmacy students who are struggling with their school work. There is a fund setup for this, so the student who need tutoring are not charged for the service. Tutoring was especially impactful this year for both the PY1 and PY2 students. Some adjustments have been made to the PY1 courses since the first year of the revised curriculum. PY2 students were the first class to undertake the second year of the revised curriculum.

**Spring semester:**

**Fall Mug Sale:** Rho Chi members volunteered in the PharMart during lunch from September 19th to September 30th to sell latte mugs for our fall fundraiser. A total of 47 mugs were sold.

**Faculty & Staff Appreciation Breakfast:** Rho Chi members with CPFI organized a breakfast at the beginning of the spring semester to show faculty and staff how much we appreciate everything they do for the student body. Members were asked to donate juice, coffee, fruit, plates, and utensils. Bagels and cream cheese were purchased using chapter money set aside for the event. Members socialized with faculty while the breakfast was going on. This event took place on January 18, 2017.

**1-on-1 tutoring:** This program continued into the spring. During this semester, there were a total of 33 tutor requests, and these requests were handled by 15 Rho Chi tutors. This increase was due to both the challenging nature of the revised clinical pharmacology course and increased advertising of the tutoring program. We hope to increase our tutor participation next year as we suspect a sustained increase in tutor requests.

**Induction ceremony:**  We meet once every two weeks to organize the induction ceremony during the spring semester. Andrew Clapper does a great deal of organizing within the Office of Student Affairs. We were able to have Dr. Joseph Dipiro as the keynote speaker thanks to the hard work of our advisor Dr. Dupuis. The ceremony itself was a success with positive feedback from the attendees.

**Donate Life Carnival**: Rho Chi partnered with Donate Life for an event on the undergraduate campus of UNC to encourage students, faculty and staff to sign up to be an organ and/or tissue donor. Donate Life provided corn hole boards and items to give away, such as visors, t-shirts, lip balm, and lanyards. Pizza was purchased and was given out for signing up to be a donor. This was a very successful event in which 249 donors were registered.

A separate donor sign-up event was held at the pharmacy school on April 12, 2016 and 60 new donors were registered, which exceeds the 28 pharmacy students who registered last year.

**Spring White Coat Embroidery**: Rho Chi offered white coat embroidery, after White Coat Ceremony for third year students, for $20 each as a fundraiser. 61 coats were embroidered.

**Areas to improve**

From last year’s report, one area that could use improvement is tutor participation. While encouragement is provided, it is essential that all members see the value of tutoring and are motivated to participate. Rho Chi members have distinguished themselves academically, and they should use their knowledge to serve the students below them. Our participation in tutoring fell from 20 students during the bridging courses to 15 students during the spring. Both of these numbers are less than the 22 active tutors that we had last year.

**Financial/ Budgeting**:

At the start of the 2015-2016 school year, Rho Chi Xi Chapter had $5,629.75 in chapter funds. During the fall semester, we raised a total of $470 selling latte mugs. In the spring, 34 new members were inducted, adding $680 to our account in the form of member dues. One of our faculty members (Stephanie Kiser) who was also inducted paid $20 in dues raising our total to $700. The induction ceremony was co-sponsored by Office of Student Affairs, the Deans Office, and Xi Chapter. Our chapter did not have to contribute any funds for the event as it was covered by the co-sponsors above. Funds were secured from Pharmacy Student Senate ($500) and for the Donate Life Carnivals that were held on April 12th and 21st. The funds were used to purchase pizza to give away at both events. We did lab coat embroidery as a fundraiser in the spring, and a total of 61 white coats were embroidered. $200 was donated to the Jason K. Ray Memorial Trust Fund (<http://jasonray.org)> in April. Future fundraising for the organization can occur through the selling of latte mugs that were purchased this year and an ongoing partnership with the embroidery company who embroidered white coats this spring. Rho Chi Xi Chapter appreciates all of the support we have received for each of our events during the 2016-2017 school year, and we aim to maintain financial sustainability in the years to come.

**Initiation Function**:

The induction ceremony was held at the Rizzo Conference Center on April 2, 2017. ([www.rizzoconferencecenter.com](http://www.rizzoconferencecenter.com)) Many of the deans and some professors joined friends and families in celebrating the achievements of the incoming members. For our speaker, we invited Joseph T. Dipiro, PharmD., Dean of the School of Pharmacy at Virginia Commonwealth University. We had 125 people attend the event and students, their families, and faculty overall perceived the event very positively. Spirits were high as this event was held between the men’s basketball national semifinal and championship games.

**Evaluation/Reflection**:

The 1:1 tutoring service we offered for the PY1 and PY2 class was a huge success. Many students benefited from this program. The White Coat embroidery was also a popular choice. The Donate Life carnival was very successful with 249 new donors being registered, which exceeded last year’s record. This year, we continued to augment the carnival by hosting a tissue and organ donor sign-up exclusively for the pharmacy school. 61 new donors were registered at this event, which far exceeded the previous year.

**Other information**: N/A

**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.

We did not send a representative to the Rho Chi Society Annual Meeting, so we are not eligible for this award at this time.

Name of School/College: N/A

Chapter name and region: N/A

Name of member submitting statement: N/A

Name of Chapter Advisor: N/A

**Appendix 1**

**Chapter Activities Report Template**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Xi Chapter, UNC Eshelman School of Pharmacy 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.) | Pharmacy student tutoring | Tutoring for students struggling with current coursework, per tutor request from the students. | Students serving as intellectual leaders. | At least 4 years | Students request tutors for specific courses and tutors individually note their progress. Grades are also an important measure of effectiveness. A thorough training is required on expectations. We hope to reformat tutoring next year as half of the PY3 students will be off the campus in the fall, limiting the number of tutors available. | -20 signed up for bridging courses  -7 active for the fall  -15 active for the spring | ~ 45 | There is a fund set up by the school that compensates tutors. |
| College of Pharmacy Events [non-academic, non-patient outreach] | Faculty Appreciation Breakfast | Breakfast for faculty and staff of Eshelman School of Pharmacy | Advancing the organization itself by promoting a profound respect for those who contribute to the daily running of the education system. | At least 4 years | Personal comments made by faculty and staff have been encouraging ways to remind us that this little thank you does indeed make a difference. While timing and what food is offered does vary, the event itself being held does not change. | 10 | Pharmacy faculty and staff (approximately 30 individuals estimated per breakfast) | $50.76 for Spring Semester. Rho Chi members helped cover the remaining expenses by donating money and/or items. |
| Patient Outreach Events/ Community Service | Donate Life Carnival | Partnered with Donate Life to spread awareness about being an organ & tissue donor and recruit individuals to sign up to be a donor. | Linking the ideals of intellectual advancement with the idea that service is an inherent part of our profession. | At least 4 years | The number of registered donors doubled at the pharmacy school this year, largely due to increased advertising and visibility. The number of registered donors on the undergraduate camps increased as well. Electronic sign-up of new donors went well (ie, using iPads). | 6 | 309 | $500 from Pharmacy Student Senate |
| Fundraising Events | Fall Latte Mug Sale | Sold latte mugs in black and white with the UNC Eshelman School of Pharmacy logo and Tar Heel footprint printed on them | Contributes to the development of intellectual leaders | At least 2 years | Last year, we made $530, and we only made $470 this year. We can attribute this to less advertising and repetition of the fundraiser. Next year will most likely be our last year of selling mugs, at which time we will come up with a new fall fundraiser. | 20 | 47 | $470 earned from selling mugs; spent $364.63 on mugs for next fall. |
| Fundraising Events | Spring White Coat Embroidery | Collected white coats of rising PY4 students to have their name embroidered | Contributes to the development of intellectual leaders | At least 3 years | The interest the students exhibit in having their white coats embroidered and the number that actually drop their coat off for embroidery. Participation decreased from 73 coats to 61 coats. | 10 | 61 | $1220 was collected; $677.25 went to pay for the embroidery |

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 and Example.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **ITEM** | **Amount Debited ($$ spent)** | **Amount Credited ($$ raised)** | **Balance** | **Comment** |
| **Starting Balance** |  |  | **$5,629.75** |  |
| **Coffee Mug Fundraiser** |  | **$470** | **$6,099.75** | **Revenue from Coffee Mug Sales** |
| **Reimbursements for Faculty Appreciation Breakfast** | **$50.76** |  | **$6,048.99** | **Breakfast for Chapel Hill Campus ($50.76 for Bagels from Panera)** |
| **Cost of Coffee Mugs** | **$364.63** |  | **$5,684.36** | **Coffee Mugs ordered for next fall fundraiser** |
| **New Member Dues** |  | **$700** | **$6,384.36** | **34 students inducted + 2 faculty members** |
| **Cost of White Coat Embroidery** | **$677.25** |  | **$5,707.11** | **Cost of having 61 coats embroidered** |
| **White Coat Embroidery Fundraiser** |  | **$1,220** | **$6,927.11** | **Collection of funds for 61 embroidered coats** |
| **Pizza for Donate Life Carnival** | **$438.13** |  | **$6,488.98** | **Pizzas plus tip** |
| **Student Senate Funding for Donate Life Carnival** |  | **$438.13** | **$6,927.11** | **Student Senate reimbursement for pizzas** |
| **Jason Ray Foundation Donation** | **$200** |  | **$6,727.11** | **$200 donation** |
| **Quarterly Fees** | **$95** |  | **$6,632.11** | **$28 from Oct 2016 and $67 from Feb 2017** |
| **Ending Balance** |  |  | **$6,632.11** |  |