

## **Annual Chapter Report Outline**

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

**Date of report submission:** 2018-05-04

**Name of School/College:** Concordia University Wisconsin

**Chapter Name & region:** Epsilon Zeta – Chapter IV, West Mid-Eastern

**Delegate who attended the Rho Chi Annual Meeting:** Sara O'Dowd

**Date Delegate's name submitted:** 2018-03-19

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)

2018-04-10

New officers and e-mail addresses

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Last Name

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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**

Epsilon Zeta has worked hard to carry on the traditions set by the classes before us, as well as create traditions of our own. Being a newer chapter, our group has continued to promote our chapter and become more involved with campus activities. This year, we continued to offering tutoring services to underclassmen, as well as successfully conduct a fundraising activity. We are proud of our accomplishments this year and look forward to the upcoming class to create a significant presence on campus.

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

Date	Attendance	Agenda	Action Steps
2017-10-31	19	Initiation ceremony planning, fundraising ideas, update bylaws	Contact top 2 location choices for initiation and get pricing, planning to hold in the first week in January. Pancake breakfast for fundraising. Bylaw committee to update bylaws.
2017-11-21	17	Discuss service opportunities for the upcoming semester, fundraising ideas, initiation, and bylaws	Service: tutoring for pharmacology and therapy, Fundraising: finals week kits & pancake breakfast. Initiation: now looking at early feb, – will be calling next week to reserve a location
2018-02-13	34	Introduce chapter to new initiates and discuss initiation details.	New members from the P2 class were introduced to the executive board positions as well as all of the committees. New members were invited to sit in on committee meetings do determine which one they would like to join. Details were also provided for the initiation ceremony held that evening.
2018-03-06	33	Vote on chapter by laws, individual committee meetings	Chapter bylaws for the 2018-19 school year passed. Individual committees met to discuss upcoming events. Fundraising committee has a pancake breakfast planned for next month.

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

Our chapter's first goal was to continue the newly set tradition of effectively initiate the 2018-2019 chapter during their second semester of their second year of pharmacy school so that they have their whole third year to be an active member of Rho Chi and contribute to the mission of Rho Chi to a higher standard than our school has in the past. Other goals for this year's chapter was to effectively set up and transition the work each committee has done so the next year's members have a better foundation to start off their year with. This included having two fundraiser ideas created and ready to be implemented, updating and approving the bylaws one time, and continuing tutoring sessions for the P1 students. The last goal that the 2017-2018 chapter created was to increase the awareness of Rho Chi to students by adding Rho Chi to the P1 student organization fair to promote the highest ethical standards and encourages intellectual achievement.

### **Activities**

Our main activity this year was tutoring for underclassmen, which was conducted differently than in past years. Previously, large group sessions were held, with little turn out. This year, we kept the tutoring to small groups or one-on-one, that could be scheduled at the student's convenience. In addition, our fundraising committee held a pancake breakfast for students and faculty that was very successful. We look forward to implementing further fundraising and service projects in the future.

### **Financial Budgeting**

The budget was provided by our chapter advisor and it was approved at the first general membership meeting. The budget was utilized for the initiation ceremony for the 2018-2019 chapter, it was utilized to purchase supplies for the fundraising event that was held. A pancake breakfast was held n April 13, 2018 which contributed to our budget.

### **Installation Function**

Location was at Milwaukee Ale House Grafton, WI. Date was Tuesday 2/13/2017 and at 6:00pm. All chapter advisors were present, executive board members were present, the 2018-2019 inductees were present, additional members of Rho Chi were present, and any guests. The total people in attendance was 42. The executive board members read the ritual to the inductees. This induction ceremony was done earlier in the school year than previous years at our school, this was done to give the new members more time to fulfill the mission statement of Rho Chi and be able to reach out into the community.

### **Evaluation/Reflection**

One-on-one tutoring sessions were of great use to the students that utilized them. In the upcoming school year, we are looking to increase awareness of our tutoring programs as well as encourage more active members to participate. There were no outreach or community activities that were conducted during the 2017-2018 school year. This year our chapter held it's first fundraiser that consisted of a pancake breakfast available to all faculty and staff. Next year, we

are planning to be involved with more events on campus and work to conduct an outreach event in the community.

**Other Information**

N/A