

## Annual Chapter Report Outline

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

**Date of report submission:** 2018-05-01

**Name of School/College:** South College School of Pharmacy

**Chapter Name & region:** Epsilon Eta – Knoxville, TN – Region III-W

**Delegate who attended the Rho Chi Annual Meeting:** Rochelle Whitton and Kaitlyn Davis

**Date Delegate's name submitted:** 2018-02-26

Past year's officers and e-mail addresses

President

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Katherine

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Email  
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Vice President

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Historian

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Whitton

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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)

2018-08-04

New officers and e-mail addresses

President

First Name

N/A

Last Name

N/A

Email

N/A

Vice President

First Name  
N/A

Last Name  
N/A

Email  
N/A

Secretary

First Name  
N/A

Last Name  
N/A

Email  
N/A

Treasurer

First Name  
N/A

Last Name  
N/A

Email  
N/A

Historian

First 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

The Epsilon Eta Chapter is still a new addition to the Rho Chi community; only having a few classes initiated as Rho Chi members. We are so excited to have this chapter at our school and we are still deciphering what works for us as an academic society. We have tried different approaches to membership and even changed our bylaws this year as will be discussed in this report. We are hoping to have more events hosted by Rho Chi but currently, our biggest focus has been teaming up with Academic Affairs, who is responsible for academic support services for the School, to offer flexible tutoring for our peers. We are still trying to develop our place in the South College and Knoxville community and how we can better serve our peers, faculty, staff, and community. We are developing new ideas/events for the chapter and we look forward to growing as a society!

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

Date	Attendance	Agenda	Action Steps
2017-11-28	6 members and faculty advisor	Transition dinner	This meeting was a transitional meeting between board members. Responsibilities, roles, and expectations of board members was discussed. Attendees discussed potential ideas for the future and the direction of the chapter as well as initiating a tutoring program and planning for future Rho Chi involvement.
2018-01-09	11 members and faculty advisor	First meeting of the year	This meeting was the first meeting of the quarter with new board members. The aim of the meeting was to discuss what changes/ideas we had for the Rho Chi chapter. Members decided that the focus of the quarter should be to get potential members initiated sooner that that the new initiated class had a full year on campus to work with Rho Chi. A P1 info session was also mentioned as an idea so students were more aware of the society. The Rho Chi lead peer tutoring initiative was further discussed to be set up with the Academic Affairs department.
2018-	8 memebers	Bylaws	The changes to the bylaws were finalized and voted on

02-22	changes meetings	at this meeting. The proposed changes to the bylaws were approved. Additionally, the peer tutoring initiative kicked off! Rho Chi members are now offering flexible tutoring with other students. Rho Chi members will be required to serve as peer tutors in the future.
2018-02-23	2 members and P1 class	Information session
		This meeting served as an information session for the class. We explained how the Rho Chi bylaws were changing and how this change directly affected their class since the full 20% would be initiated at the end of the P1 year instead of 10% initiated at the end of P1 year and additional 10% initiated at the end of P2 year. New members would be notified in June. During this time, elections for new officers would take place as well.

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

As our institution offers an accelerated PharmD program, we as a chapter felt that the existing induction of members from the top 10% of the class at the end of the P1 and P2 years was not optimal to fit our program needs. The 10% of members that are elected at the end of the P2 year miss out on the opportunity to fully contribute and grow the Epsilon Eta chapter at South College School of Pharmacy (SCSOP) as they are inducted at the beginning APPE rotations, meaning that they spend the majority, if not all, of their time away from campus. In keeping with this, we thought that it would be more beneficial to our chapter's growth to induct the full 20% of the class at the end of the P1 year as this coincides with the completion of 50% of didactic coursework which would allow all members of that graduating class year to be active for their entire P2 year on campus. In order for this to become a possibility for the Class of 2020, we voted as a chapter and majority was found to be in support of this change. Our Chapter President then worked diligently with our faculty advisor to ensure that the appropriate parties were contacted to obtain permission and information as to how to implement this change in the bylaws.

As a chapter, we also sought out to offer exclusive opportunities to the members of Rho Chi Epsilon Eta Chapter. One of these opportunities that we are hoping to implement beginning with the Class of 2020 is to offer an APPE shadowing opportunity during the 3rd and 4th quarters of the P2 year. This unique opportunity would allow a P2 student to experience the expectations of an APPE student before entering into P3 year. This opportunity would be offered to Rho Chi members with our faculty advisor serving as the preceptor.

Another opportunity we are hoping to implement for the upcoming year is to compile a list of P3 APPE students that are members of the Rho Chi Honor Society along with which APPE rotation sites they completed. This list would then be made available to P2 Rho Chi students so that they can reach out to these P3 students if they are interested in a particular rotation. In doing so the P3 APPE student will not only be able to provide a recollection of their firsthand experience at that rotation site, but also provide the inquiring P2 students with invaluable advice on what they can

expect including any challenges to prepare for that comes with completing that specific rotation. In addition, we are hoping to hold a question and answer session on campus with available P3 Rho Chi APPE students during the month of May 2019, open exclusively to Rho Chi members.

We also aimed to provide more exposure of the Rho Chi chapter at South College School of Pharmacy to incoming students. By providing students with the information and tools we can help them succeed in setting the goal to becoming a Rho Chi member. In keeping with this, we are hoping to accompany the Dean on visits to the main campus when providing informational sessions in order to represent an academically excelling student to offer first hand advice on how to succeed in the program. We would also like to have Rho Chi representatives present at the Orientation Dinner for the incoming P1 classes so that we can provide information on how members are invited and inducted based on our updated bylaws and also offer the opportunity for students to ask questions and gather necessary information.

### **Activities**

As mentioned in the “Introduction” and “Strategic Planning” sections, the Epsilon Eta chapter is a fairly new addition to the Rho Chi community. As we grow as a chapter and as we strive to implement changes to previous policies to better serve our future members, we are also looking to the future in terms of creating opportunities for all members involved. In the “Strategic Planning” section, we mentioned activities that we are hoping to develop in order to advance the Rho Chi mission statement such as exposing P2 students a potential “pre-APPE” look, furthering communication between P3 and P2 students about rotations, and holding Q&A sessions for our members. Although these activities have not been implemented yet, these are changes that we are still developing. As a newer society, we are still trying to develop a activities for our members. The first activity that we have successfully installed as part of our chapter was a tutoring service provided to the student body. It gives any didactic student of South College School of Pharmacy (P1’s through P2’s) the chance to connect to one of the Rho Chi members in an effort to better themselves in the classroom. As an organization dedicated to intellectual leadership, we decided to make this a mandatory responsibility for all members. Members of the Epsilon Eta chapter have given their contact information to the Vice Dean, Dr. Bill Gentry, and to the Associate Dean of Academic Affairs and Assessment, Dr. Diane Morel, to ensure that when a student is recognized as needing academic support, we would be there to help. The peer tutoring program is now being performed by 14 active members of Rho Chi, where we have developed a spreadsheet with the appropriate contact information regarding each member, allowing for flexible tutoring hours for those in academic need. Since the recent implementation of our peer tutoring program in February 2018, we have been able to successfully aid several students with their academic needs. In addition to helping others achieve their academic goals, we saw this an opportunity to make a mark as a new organization and to demonstrate the leadership that we possess as a collective. We believe that this new initiative will create a pivotal channel of support for our student body, and in turn, become a hallmark function of our chapter. We are diligently working to develop new ideas to implement in our chapter and hope that we are able to develop novel ways to help our community. We have not developed a service project yet, but this will be a great point of focus in the year to come. We are also hoping to reach out to high schools and other colleges/universities about the profession of pharmacy.

## **Financial Budgeting**

The budget for the Rho Chi Epsilon Eta chapter consists of only member fees at this time and is currently at \$3,000. Our chapter has not hosted any fundraising events, yet. We have focused our time more on developing ways to become more involved within our school first since we are a newer chapter. Epsilon Eta is currently in the process of planning a game show-type of fundraiser that we hope will elicit a lot of involvement. The general idea is to have up to 4 teams of five students (one of which may be a faculty member) compete by answering pharmacy-related questions in a “Family Feud” manner. The cost for participating will be \$100 per team, with the winning team receiving \$200 and bragging rights. We plan to sell food at this event to help further raise funds for our chapter.

## **Installation Function**

The initiation for this past year took place on October 23rd, 2017 in the South College School of Pharmacy Auditorium. The ceremony was open to family and friends of the inductees, as well as any staff members who wished to attend. The inductees included the top 10% of P2 students and the remaining top 20% of P3 students. The Rho Chi advisor, Dr. Kiser, presented a brief introduction on the honors of becoming a part of Rho Chi. The current Board members each read a section of the Rho Chi Society Initiation, followed by the new inductees taking the oath, and each receiving the Rho Chi pin. The Dean, Dr. Fitzgerald, closed the ceremony with reiteration on becoming a proud and honorable member of Rho Chi and congratulations to all of the inductees.

## **Evaluation/Reflection**

Being a newer organization at South College School of Pharmacy, Epsilon Eta has spent a majority of our time determining how we can become more involved within our school. Due to being a 3-year accelerated program, there is a quick turn-around rate with our chapter and board members which has provided many challenges for us. The board members and Rho Chi inductees were previously not inducted until the beginning their second year, which allowed less than 1 year for those new members to develop and participate in potential activities while also being physically present at SCSOP. The short transition phase between inductee ceremonies posed an issue for our chapter, making it difficult for current members, both on campus and those on rotations, to consistently collaborate with one another. Epsilon Eta’s solution for this concern was to move the inductee ceremony earlier, to allow for more collaboration to occur between those members on campus and those on rotations. By planning for the new inductee ceremony to take place earlier in the year, we have tried to incorporate more physical interaction amongst the active members of our chapter, in hopes to guide the incoming members into a quicker and more established role within Epsilon Eta.

One activity that Epsilon Eta has recently been able to implement at SCSOP was a peer tutoring assistance program, created by pairing up with SCSOP’s Academic Affairs. One area Epsilon Eta can improve in regarding our peer tutoring outreach would be to gain more feedback from those students currently utilizing the program to learn what needs are currently being met and those that are not. Epsilon Eta can also improve by promoting our tutoring program more

throughout our school in order to provide more students the opportunity to utilize, as very minimal advertisement has been performed. As the chapter of Epsilon Eta at SCSOP grows, we plan to continue and expand our peer tutoring program with each incoming inductee ceremony class.

An additional opportunity that Epsilon Eta has been working towards implementing within SCSOP is a “Family-Fued” style fundraising event. The Epsilon Eta chapter wishes to continue developing new and unique opportunities where we can become more involved within SCSOP, while also creating a significant impact in the future of our members by allocating more funds to the society.

The Epsilon Eta chapter has created a more substantial foundation to build off now. Our chapter has incorporated goals and has also established ways in which we intend to work towards and achieve those goals by assessing our budget, setting future dates and deadlines, etc. However, there is still room for improvement, beginning with planning and developing more opportunities exclusively for the Epsilon Eta chapter members. Our chapter has superficially developed ideas to incorporate for our members, such as providing exclusive APPE shadowing opportunities with our current chapter advisor, Dr. Kiser. We also have intentions of developing a living word document, listing previous APPE students and their rotation sites, if they would like to be contacted by current students that have interest in their particular site. Epsilon Eta can also improve by enhancing the exposure of our chapter to those students at SCSOP through outreach dinners, accompanied dean visits to our main campus, and other school related activities in order to provide information and the necessary tools for students to set and achieve goals of becoming a future member as was mentioned in “Strategic Planning”. Overall, the Epsilon Eta chapter has been able to successfully incorporate additional meetings with our members over this past year, which has allowed us to also publicize and interact with future potential members about our chapter here at SCSOP.

### **Other Information**

N/A