



The Rho Chi Society

Executive Council Virtual Meeting
March 21, 2020

MEETING MINUTES

In Attendance:

National Officers: Susan Meyer (President), Emmanuelle Schwartzman (President-elect), Brad Boucher (Immediate Past President), Karen Farris (Executive Vice President), Andy Smith (Secretary), Cynthia Phillips (Historian)

Regional Councilors: Karl Fiebelkorn (Region I) , Elena Umland (Region II), Cathy Worrall (Region III-East), Lori Duke (Region III-South), Esther “Penni” Black (Region IV-East), Steve Scott (Region IV-West), Michelle Bottenberg (Region V), Josh Neumiller (Region VII), Veronica Bandy (Region VIII)

Student Representatives: Elaine Liu (Rutgers), Maria Shelley (Purdue)

National Office Staff: Cindy Diakow

Guest: Jack Reynolds, Chair of Mission Critical Task Force

Absent: Zac Cox (Region III-West), Amanda Stahnke (Region VI)

**Video of this virtual Executive Council meeting will be stored for historical purposes in our electronic files in folder: G:\Rho Chi National Office\Executive Council Mtgs\2020_March 21 Annual Exec Council Mtg - Virtual\Virtual Meeting Video Recording 3.21.2020.*

- I. President Susan M. Meyer called the meeting to order at 12:02pm EST.
- II. President’s Welcome
 - a. President Meyer addressed the pandemic impact and the changes ahead.
 - b. Motion to approve past meeting minutes:
 - Approval of March 25, 2019 Executive Council Meeting Minutes
 - Approval Sept 25, 2019 Executive Council Meeting Minutes
 - Approval January 22, 2020 Executive Council Meeting Minutes
 - Approval March 6, 2020 virtual Executive Council Meeting Minutes
 - **The March 24, 2019 Annual Meeting minutes will be approved at 2021 annual meeting by the chapter delegates.**
- III. Task Force Updates
 - a. Report received from the **Mission Critical Task Force** from Chair, Jack Reynolds. Summary of work and recommendation of the Task Force was presented through word clouds based on frequency of words identified by task force members to define definitions. New verbiage for the by-laws regarding membership criteria. New criteria discussed but changes haven’t been made historically..
 - i. During discussion concerns raised about projects and require more time that P2 won’t have to experience. Small segment would be able to acquire all of this experience to qualify for membership.
 - ii. Timing issue independent of GPA to be eligible for membership. Hard to engage with academic work.
 - iii. How do we separate ourselves from other organizations focused on leadership. Many students in both PLS and Rho Chi and the overlap. Do we measure leadership?

- iv. Many chapters hold joint induction ceremonies with Phi Lambda Sigma and Rho Chi Society. Often helps to strengthen pharmacy leadership and comradery between organizations.
- v. PLS values leadership. Rho Chi is the only honor society in pharmacy. We can focus on leadership as well.
- vi. **Recommendations** for membership criteria to become a Rho Chi member included: Leave it as is, or keep current and add Section 2 below. Still includes top 20% of class which defaults to a weighted scale. Conversions will be made by the local chapters using a standard rubric developed by the National Office.

Final Recommendations of the Mission Critical Task Force:

1. The four eligibility criteria for collegiate membership in the Rho Chi Society, as stated in Article III, Section 3, a, 1 to 4 of the National Bylaws, were endorsed.
 2. When grade point averages (GPAs) are not available, either via traditional determinations or using conversions to weighted scales with H/P/L/F assigned numbers calculation (Article III, Section 3, a, 3a), chapters will have the option of inviting students to submit applications for membership that account for students' performance related to primary elements of the society's mission, using a standardized process and guidance document to be developed by the national office of the Society. Only students determined to be in the top 20 percent of the class are eligible for election.
 3. In developing a guidance document, the Society should seek further selection procedure input and recommendations from chapter leadership at the schools that do not use traditional GPAs or have accelerated programs.
 4. There were no recommendations made for criteria for sustained membership in the Society.
- vii. Discussion continued about recommendation of changes in wording in #2 for further clarification. Any chapter can use an application process but must adhere to the by-laws. A question was asked if GPA schools should also consider the other elements of measurement aside from top 20% of class. Jack responded that the task force members discussed taking the top 25% and measure each applicant based on all elements, the concept was voted on and rejected so was not presented as a recommendation.
 - viii. Karen Farris and Jack Reynolds will refine the wording in the recommendation. The executive council would like to know how many chapters are not using GPA for membership criteria. If Pass/No Pass is already weighted at the school, then they would revert back to using the weighted scale to determine the 20% eligibility.
 - ix. There are only a few schools that use Pass/No Pass at this time that are not weighted. Our majority of chapters will continue to use GPA criteria. The word clouds have shown that there are other measures that could be used for these Pass/No Pass programs. There are other indicators identified to help students distinguish themselves from one another for membership eligibility.
 - x. In by-law wording the GPA could be separated from the Pass/No Pass programs to clarify intent for member eligibility.
 - xi. Jack suggests next step is to reach out to those schools using Pass/No Pass and further identify their process, needs and concerns. Have them assist us in the development of the guidance documents.

- xii. At this time, we cannot move this to the body for voting until verbiage is clarified and specific to by-law changes. Continue the work of this task force then present new verbiage at next EC meeting for vote. Develop tools, rubric and guidance document from existing work of the task force. We often have chapters identify more than 20% that qualify through GPA.
 - b. Report received from the **Centennial Planning Task Force** Chair, Cynthia Phillips. Recommendation made for a new Centennial task force to be established to implement events and activities for 2021 – 2022 based on resources and budget available.
 - i. Susan Meyer reached out to program development in AACP and requested collaboration to celebrate Rho Chi's Centennial in 2022 in Texas. Potential plenary sessions that will move into a celebration, as well as targeted articles in AACP publication. Memo of Understanding to be drafted. Suggested that a new task force be established in January to determine activities and budget.
- IV. UCSF Update
- a. Susan Meyer spoke with, Sharon Youmans, Associate Dean at UCSF, about concerns that they do not fit within Rho Chi's member eligibility criteria and asked that they wait for Rho Chi's new bylaw verbiage changes and not become an inactive chapter. In hopes they will continue to stay active and initiate new members in their Pass/No Pass program.
- V. Committee Updates
- a. Report received from the **Lecture Award Committee** Chair, Cynthia Phillips. Recommends the 2020 Lecture Awardee, Henry Mann, become the 2021 Lecture Awardee due to the circumstances of a cancelled Rho Chi Annual Meeting at APhA in National Harbor, D.C. due to the COVID-19 pandemic. He will be recognized and present his lecture next year at 2021 Annual Meeting. The President will ask the same committee members to serve for another year and no Lecture Award will be recognized for 2020. The person chosen for 2021 will be placed back in the nomination pool for 2022 consideration.
 - i. Question arose if 2021 candidate had been contacted, response by chair was that no notifications were made for 2021 Lecture Award and candidate will now be placed back in pool for 2022. Resubmissions will be processed plus any new nominations.
 - ii. Henry Mann was offered alternative methods to present his lecture but he prefers a face-to-face presentation and will be moved to 2021 Annual Meeting.
- VI. Overview of the 2020 Annual Meeting (Karen Farris)
- a. Annual Meeting materials were sent out, Friday, March 20, 2020, to all advisors, chapter presidents and delegates. We used Qualtrics for voting and the personalized link was sent only to the registered chapter delegate. The National Office has decided the chapters' registered delegate who casts a vote is considered "in attendance" of the annual meeting and will be recorded as such.
 - b. National Officers' votes will only be used in a tie for Executive Council positions.
 - c. Electronic voting will be considered for future use for annual meetings. Online balloting process was well received by several EC members. Other organizations use electronic voting. More of our students can participate online than attend in-person.
 - d. Voting deadline is March 25, results will be emailed and posted on March 27. The National Office will notify all candidates before announcement of results is released.
 - e. Installation of new Executive Council members will be conducted at the next Executive Council meeting. Oath will be given at that time at the beginning of the meeting.
- VII. National Office Updates and Issues (Karen Farris)

- a. Karen Farris requested to move the increase in member dues. Susan Meyer moved the request, Andy Smith seconded. No questions were raised for discussion. Vote to increase member dues to \$100 per member was approved. Effective July 1, 2020.
 - b. Request to move the use of commercial sponsorship for centennial events. Andy Smith moved the request, Penni Black seconded. No concerns brought forth. Vote to use commercial sponsors for centennial events was approved. Sponsor prospectus will be presented to Executive Council in Fall 2020.
 - c. Keypin jewelry size will be enlarged starting in January 2021 with a clutch pin backing instead of clasp, and engraving will only include the chapter greek letters and year of initiation starting July 2020. Personal initials or school name will no longer be engraved on keypin.
- VIII. New Chapter Installations – it was determined that new chapter installations can occur via virtual ceremony and a Rho Chi Executive Council representative is a courtesy, but preferred. By-law language in Article IV allows the flexibility of a virtual ceremony to be held and optional to have a Rho Chi representative to participate in chapter installment.
- IX. New Business – no new business
- X. Action Items
- a. Mission Critical task force will continue to clarify verbiage and refine the proposed by-law language and to develop guidance document and rubric through outreach to those chapters. New language will be presented at next Executive Council meeting and a vote to when new by-law language will be sent to the body.
 - b. Rho Chi Society National Office to draft Memo of Understanding with AACP to begin collaboration for centennial event in 2022 at AACP conference in Plano, Texas.
 - c. Ship chapter awards and have recipients take a picture with the plaque and send it to the National Office.
 - d. National Office to check into magnetic keypins.
- XI. President Meyer expressed appreciation to those Executive Council members whose terms of service conclude at this meeting:
- a. Brad Boucher, Immediate Past President
 - b. Steve Scott, Region IV-West
 - c. Amanda Stahnke, Region VI
 - d. Veronica Bandy, Region VIII
- Those that may conclude based on vote results:
- e. Elena Umland, Region II
 - f. Esther “Penni” Black, Region IV-East
- XII. President Meyer made farewell remarks and noted recognition and appreciation to Wayne Pittman and Gail Moriarty for 20 years of dedication to Rho Chi and assistance in the transition of the National Office to Michigan.
- XIII. President Susan Meyer turned over the presidency to Emmanuelle Schwartzman and a motion was made to adjourn the meeting at 2:17pm.

“Stay safe and agile!” ~ Susan M. Meyer