



PHI LAMBDA SIGMA
PHARMACY LEADERSHIP SOCIETY

CHAPTER OPERATIONS MANUAL

EFFECTIVE MAY 2021

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PREFACE

The Phi Lambda Sigma National Office is pleased to provide this "Guide to Chapter Operations" manual for our chapters. It is our hope that the Chapter Officers and Chapter Advisors collaborate to utilize this guide in order to effectively and efficiently run the chapter operations. We request that each year new Chapter Officers are oriented to this manual and have a basic understanding of the chapter operations. The National Executive Committee has converted most forms over to an electronic version, so where applicable, Chapters should utilize the electronic forms mentioned in this Guide at the PLS website (<http://www.philambdasigma.org/>).

We recognize that questions and issues will occasionally arise that are not addressed in this Guide. If this occurs, Chapter Advisors and/or Chapter Officers are encouraged to contact me or a member of the National Executive Committee for guidance. Contact information can be found on our website ([National Executive Committee](#) / [Staff](#)). Your inquiries are always welcomed!

Finally, please do not hesitate to pass along any ideas and suggestions for improving the usefulness of the Guide. As always, we aim to serve you in the best way possible and very much value your input.

With best wishes for a most successful year, I remain,

Very truly yours,

A handwritten signature in blue ink, appearing to read "Brandon T. Jennings". The signature is fluid and cursive, with the first name "Brandon" being the most prominent part.

Brandon T. Jennings, PharmD, BCACP
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COMMON LANGUAGE AND ABBREVIATIONS	
Abbreviation	Title
RL	Regional Liaison
NEC	National Executive Committee
PLS	Phi Lambda Sigma
COM	Chapter Operations Manual
HOD	House of Delegates
MAL	Member at Large
SOH	Speaker of the House

PURPOSE AND HISTORY

The purpose of Phi Lambda Sigma, also known as the National Pharmacy Leadership Society, is to promote the development of leadership qualities, especially among pharmacy students. By peer recognition, the Society encourages participation in all pharmacy activities. Since membership crosses fraternal and organizational lines, the Society does not compete with other pharmacy organizations.

Phi Lambda Sigma is complementary to Rho Chi in that it honors leadership, while Rho Chi honors scholastic achievement. Membership in Phi Lambda Sigma consists of four categories: student, faculty, alumni and honorary. Members are selected by peer recognition. No greater honor can be bestowed upon an individual than to be recognized as a leader by one's peers. Such recognition instills and enhances self-confidence, encourages the less active student to assume a more active role and promotes greater effort toward the advancement of pharmacy.

Phi Lambda Sigma was organized in March, 1965 on the campus of Auburn University, with the approval of the faculty of the School of Pharmacy. Following a two-year probationary period, the Auburn University Student Senate granted a charter to the Society on October 3, 1967. The Phi Lambda Sigma National Fraternity was legally incorporated in Lee County, Alabama on June 28, 1968. That same year, the name "Phi Lambda Sigma" was registered with the U.S. Bureau of Patents and Copyrights in Washington, D.C., and an official key was designed by the Balfour Company. The National Office was moved from Auburn University to Atlanta, Georgia in 1992. In 1996, Phi Lambda Sigma contracted with the University Of Tennessee College Of Pharmacy for administration of the Society, and the National Office was relocated from Atlanta to the campus of the University Of Tennessee College Of Pharmacy in Memphis, Tennessee. In 1999 the Society relocated to the University of Missouri-Kansas City School of Pharmacy where it makes its current home

Founded in 1965, through the creative imagination of Alabama Pharmacist Charlie Thomas, then a student at Auburn University School of Pharmacy, Phi Lambda Sigma celebrates many years of leadership recognition. Believing that leaders needed recognition for their contributions to our profession, the Alpha chapter of Auburn University was chartered in 1965 and thus began the tradition that is Phi Lambda Sigma today. The membership of the society is rich in leadership diversity and values the enduring support of the many friends, deans, advisors, faculty, alumni and student members. We are thankful to our founder for having the vision and dedication to leadership that allows us to recognize those individuals who have accepted the responsibility for leadership to this grand old profession...Pharmacy.

Like many national associations, Phi Lambda Sigma operates through a system of local Chapters. Phi Lambda Sigma Chapters are designated by Greek letters. PLS seeks to recognize leaders at schools and colleges of pharmacy across the United States.

STATEMENT OF MISSION, GOALS, AND OBJECTIVES

Mission: To support pharmacy leadership commitment by recognizing leaders and fostering leadership development.

Goals and Objectives

Goal 1: Establish Phi Lambda Sigma as the Premier Leadership Society

Objective 1A: Establish a formal staff structure for management of Phi Lambda Sigma

1A.1 Develop a formal budget to present to the National Executive Committee Annually

1A.2 Develop a formal job description for the Executive Director position (2 year appointed position)

1A.3 Develop formal job descriptions for paid staff members Associate Director and Director of Professional Development

Objective 1B: Establish a PLS Annual Meeting

1B.1 Determine Location and Date for Each Year

1B.2 Establish Meeting Programming/Events

1B.3 Develop Marketing Strategy to Attract Participants

Objective 1C: Market PLS's Goal/Mission and Services to the Broader Pharmacy Profession

1C.1 Create Phi Lambda Sigma Liaisons to collaborate with other national pharmacy organizations

1C.2 Develop marketing materials to promote PLS

1C.3 Further engage active alumni to support the mission/vision of the Society

Goal 2: Promote operational effectiveness among collegiate chapters

Objective 2A: Enhance Operational Effectiveness Among Collegiate Chapters

2A.1 Provide operational support to collegiate chapters

2A.2 Assess the purpose and function of regional distribution of chapters

2A.3 Conduct continual evaluation of annual chapter reporting processes

2A.4 Develop a plan for individualized chapter support

Objective 2B: Provide Support to Chapter Advisors

2B.1 Provide development opportunities to Chapter Advisors

2B.2 Explore forums to allow for enhanced communication between advisors and between the national office

Goal 3: Enhance the talent, skill, and effectiveness of leaders for the profession of pharmacy

Objective 3A: Provide leadership development programs to student pharmacists

3A.1 Encourage chapters to utilize leadership resources

3A.2 Explore leadership development opportunities specific to chapter officers

3A.3 Explore educational avenues (i.e., Webinars) to further promote leadership development amongst the collegiate chapters

Objective 3B: Provide leadership development programs to the pharmacy profession

3B.1 Explore educational avenues (i.e., Webinars) to further promote leadership development amongst the pharmacy profession

3B.2 Continually chart future course for GiANT programming within PLS

CONSTITUTION AND BYLAWS

The National Constitution and Bylaws of Phi Lambda Sigma can be found on the [bylaws page](#) of the PLS website. In formulating or updating your local chapter's Bylaws, use this document as a guide. Your chapter Bylaws can be more strict than the national Bylaws, but must not be any less strict. Each chapter should have chapter bylaws to provide consistency in the chapter's operations from year to year. The PLS Constitution and Bylaws as well as chapter Bylaws should be reviewed by each member of the chapter's executive team at the beginning of their term.

MEMBERSHIP

The purpose of this section is to provide guidance on best practices for fair and reasonable member selection. Chapters should establish nomination, application, and new member selection procedures and have those outlined in the chapter Bylaws to maintain consistency from year-to-year. Regardless of which membership process your chapter chooses to use, each member of Phi Lambda Sigma should demonstrate leadership within the profession of pharmacy.

Eligibility for student membership:

- Demonstrated dedicated service and leadership
- High moral and ethical character
- Be an undergraduate professional or graduate student who has completed at least one semester or two quarters of the first professional year of scholastic work
- Be in good academic standing

Phi Lambda Sigma also recognizes practitioner leaders in pharmacy, and each chapter is encouraged to induct honorary faculty and alumni members annually. Your chapter may want to recognize a faculty member or practitioner who has demonstrated exemplary leadership. Phi Lambda Sigma encourages each chapter to contact their state professional organizations and recognize practitioner leaders who are not yet members of Phi Lambda Sigma as honorary members.

Faculty membership includes staff, faculty, or administrators may be initiated by a local chapter or were formally initiated at another school or college of pharmacy. Alumni membership includes pharmacists inducted into their chapter while in school or who are initiated after graduation. Honorary membership includes those who demonstrate dedication, leadership, and service to the profession of pharmacy. This may include individuals pursuing a degree in pharmaceutical sciences or professionals other than pharmacists.

Nomination Process

Nomination for all membership categories emanates from the present members of the Society. Prospective members are nominated on the basis of their demonstration of dedication, service, and leadership in the advancement of pharmacy. By promoting such recognition, Phi Lambda Sigma provides an incentive for the development of future leadership potential for the profession. Any exception must comply with the Constitution and Bylaws of Phi Lambda Sigma. Chapters may allow students to self-nominate; however, this must be described in the chapter bylaws.

Chapter best practices are:

- Have a set number of nominations per PLS member each year
- Use a standard nomination form that includes:
 - Name of nominator
 - Name of nominee
 - Statement from nominator on why this person is qualified for PLS membership
- Send out call for nominations early and give reminders
- Recommended to be done late in Fall or early Spring semester

Application Process

While there is no application requirement as determined by the Constitution and Bylaws of Phi Lambda Sigma, an application for membership is a good way to reduce bias in the member selection process. A formal application allows potential PLS members to state their case for membership and give more detailed information on their leadership experiences. Applications also allow members of the chapter to get to know prospective members better and provides a means for standardization of candidate review.

Chapter best practices are:

- Use a standard application form that includes:
 - CV
 - Descriptions of leadership positions and/or projects
 - Short essay questions (maximum 200-500 words each)
 - Why do you want to be a member of PLS?
 - What does leadership mean to you?
 - Who is a leader you look up to and why?
- Consider faculty or PLS alumni letter of recommendation
- Appoint one person on your chapter's Executive Board to blind the applications prior to review
- Recommended for applications to be sent out and due early Spring semester

New Member Selection Process

A defined selection process is important to ensure a fair and unbiased review of all candidates. All chapter members should be informed of the process.

- Have a designated New Member Selection Committee
 - Committee should include members from the executive board, student members, faculty, and alumni members (5-10 people)
 - Send out form on interest in serving on committee

- Have all chapter members vote to determine who serves on the committee
- Selection
 - Create a standardized rubric to reduce bias in the application process
 - Rubrics should include point values for number and type of leadership experience and quality of essay responses
- All chapter members should be given the opportunity to voice any concerns about nominees prior to selection
- Recommended to be done in mid-Spring semester

Induction Ceremony

An induction ceremony is held annually to officially grant membership to new members. Requirements and suggestions for induction ceremony protocol and procedures can be found on the PLS website. New officer installation may occur at the induction ceremony. Recommended to be held near the end of the academic year.

- [Initiation of New Members Layout](#)
- [Initiation of New Members Script](#)
- [Installation of New Officers](#)

Products for induction can be purchased from the [PLS store](#) on the website.

- Membership certificate
- Engraved pin
- Graduation cords

CHAPTER STRUCTURE

Officers

President (required):

- Preside over all meetings of the society and serve as Chairperson of the Executive Committee
- Act as a representative of the society
- Attend monthly national president phone calls

Vice President:

- Preside at meetings of the Society and the Executive Committee in the absence of the President
- Succeed the President if he/she is unable to complete the term of office
- Coordinate and oversee the new member selection process and initiation

Secretary (required):

- Record and produce minutes of all meetings
- Handle the society's correspondence

Treasurer (can be in conjunction with secretary):

- Handle the financial transactions of the society
- Maintain thorough and accurate records of all transactions by the Society
- Produce financial reports as required by the society
- Tracking of expenses as well as reimburse expenses in a timely and organized manner
- Setting and carry out goals for the financial future of the organization

Leadership Coordinator/Chair:

- Leadership Challenge
- Head Leadership Committee

Alumni Liaison:

- Correspond with alumni and keep them updated on chapter events

Historian:

- Keep records of chapter activities
- Keep photographs of events and documentation for all events

Faculty Advisor:

- Provide guidance to the officers in the conduction of the business of the Society

Committees

Committees are a great way to foster leadership development while accomplishing the goals of the PLS chapter. While not required, the following are some ideas for committees to get members more involved in chapter operations. Committee selection processes should be described in the chapter bylaws.

- **Executive Committee (required)**
 - President, vice president, secretary/treasurer
- **Leadership Committee**
 - Leadership Challenge
- **Events Committee**
 - Professional development events
 - Volunteer events
- **Fundraising Committee**

Installation Ceremony for Chapter Officers

Installation ceremony for new chapter officers may be held in conjunction with the new member induction ceremony or during a general meeting. Instructions for the installation of new officers can be found on the PLS [website](#).

CHAPTER PROGRAMMING

Chapters should strive to host events that are centered around leadership development of the members. Events may focus on learning about leadership techniques, personal and professional development, or putting leadership skills into practice with volunteer and community outreach events. For more event ideas, please visit the Chapter Cookbook page on the PLS website to get ideas and tips of successful events from chapters across the country.

CHAPTER ADVISORS

Chapter advisors are a great resource for members and serve as a guiding hand in student activities. They are a consistent presence from year to year in an ever changing membership. Please see below for recommendations on how to use your advisor to the best of their ability.

Outline of the Advisor role:

- Being a resource for chapter members
- Connect students to resources/contacts
- Facilitate connections with local PLS alumni when able
- Consult on issues/challenges/problems
- Maintain continuity and set expectations for awards submissions:
 - Chapter Report, Alumni of the Year, National Leadership Awards, etc.
- Provide guidance for chapter events, including initiation
- Meet regularly with membership
- Celebrate PLS and advocate for the group to other faculty/college

What to expect from Advisors:

- Assist in setting expectations for both advisors and students working together at the beginning of each term

Ways to keep Advisor involved/informed/engaged:

- Regular meetings with updates, advice, connections
 - Monthly meetings are encouraged

ALUMNI

The Phi Lambda Sigma alumni network is a great resource for chapters to use for networking, leadership development, and financial sponsorship. Alumni enjoy participating in chapter activities and assisting students in their pharmacy journeys. Work to initiate pharmacist leaders in the community deserving of membership who are not already PLS alumni.

Contact with alumni:

- Consider having an alumni contact at your chapter
- Contact your school or college of pharmacy's dean's office to get a list of past members
- Reach out to your state pharmacy association to assist in connecting current PLS members to your local chapter and to determine deserving leaders to consider for initiation
- Recognize alumni leaders on your social media sites
- Collect contact information from each graduating class and stay up to date with members

Roles alumni members serve:

- Network with current pharmacist leaders in the area
- Develop formal or informal mentor relationships with members
- Serve as speakers, attendees, or preceptors at chapter events:
 - Leadership development seminars, athletic events, continuing education, book clubs, etc.
- Source of donations for projects or scholarships

ANNUAL CHAPTER REPORT

Phi Lambda Sigma Chapter Report Outline

Phi Lambda Sigma Chapter:

Report Year:

Submitted by (name and office):

- Current Officers (required)
 - List Officer names, titles, and contact information
- New officers Officers (required)
 - List Officer names, titles, and contact information for the upcoming year
- Advisors (required)
 - List Advisor name, title, and contact information
- Collegiate, Honorary and Faculty Member contact Information
 - This information is for office use only and will not be considered in the presentation of the "Chapter of the Year" award
- Induction Ceremony (required)
 - This should include where the ceremony was held, the date, the number of students inducted and present, and list of all of the inductees and their membership category, the name of the speaker, if one was present and a brief description of what the presentation was about
- Chapter Activities (required):
 - Activity
 - Date of Activity
 - Location
 - Number of participants
 - Summary (must include the significance of the activity to the PLS mission)
 - Audience
- Leadership Challenge (required):
 - Briefly describe your chapters Leadership Challenge
 - Any chapter wishing to be considered for the "PLS Chapter of the Year Award" must complete and turn in a Leadership Challenge by the deadline
- Individual Member Activities (Honors/Awards/Accomplishments):
 - Member name
 - Activity or Office
 - Date of Activity
 - Brief Description of the Activity or Office Responsibilities
- Website
 - Phi Lambda Sigma strongly encourages each chapter to develop a chapter website. If your chapter has a website please send the web address and set up a link on your site to the PLS national web page. Your webpage link will also be posted on the national website.

AWARD OPPORTUNITIES

Please refer to the [Awards page](#) of the Phi Lambda Sigma website for the latest information on all award offerings.

Chapter-Level Awards:

- Chapter Alumni of the Year
- Chapter Member of the Year

Leadership Development Award Proposal

Kathlene A. Hawkins Memorial Travel Award

National-Level Awards:

- Charles Thomas Leadership Challenge
- National Pharmacy Leadership Society Founder's Award
- Outstanding Chapter Advisor Award
- PLS-AFPE First Year Graduate Scholarship
- Procter & Gamble National Leadership Award

ORGANIZATION STRUCTURE

The structure of PLS leadership consists of three levels: local, regional, and national. Each level serves the society to promote the PLS mission of fostering leadership development and recognizing leaders. The local leaders work hard at their schools and colleges of pharmacy to further their chapters success. The regional leaders connect to the local leaders and serve as liaisons between the local and national leadership. National leaders create tools and resources that will support members of PLS.

Local Leadership

PLS local leaders work on campus to promote PLS. They foster growth within their individual chapters and the surrounding communities.

Every chapter is required to have the following leadership (at minimum):

- Chapter Advisor
- Chapter President
- Chapter Secretary and/or Secretary/Treasurer

In addition to these leaders, chapters may choose to have additional positions such as vice president or treasurer. Chapters may also opt to include chair or co-chair positions and a variety of other leaders based on the chapter's needs. Some common chair positions include Leadership Challenge Chair, Fundraising Chair, or Alumni Chair.

National Leadership

Every year at the PLS Leadership Summit, the PLS NEC is elected. These elections are conducted during the PLS House of Delegates and the NEC is voted on by attending delegates.

The PLS NEC Consists of:

- National President
- National President-Elect
- National Member-at-Large (2)
- National Speaker of the House

The PLS NEC directs and guides PLS throughout the year by working with PLS staff, committees, and other leaders. Students have an opportunity to serve on the NEC as National Member at Large or National Speaker of the House. Another group of national leaders are the committee chairpersons which are appointed by the president. These chairpersons are assigned charges throughout the year to complete as needed.

Additional pharmacy leaders are selected through applications to serve on these committees as members and help advance the society.

The PLS committee chairpersons may consist of:

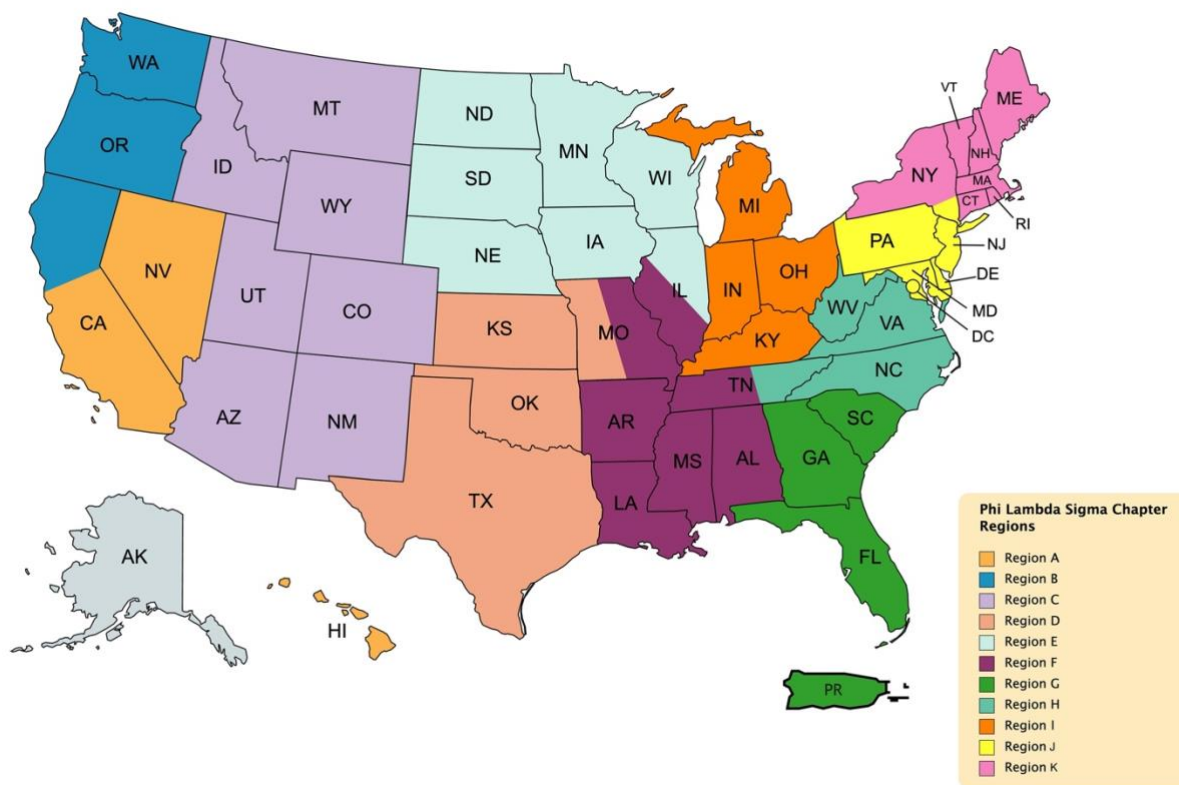
- National Alumni Engagement Committee Chairperson
- National Awards Committee Chairperson
- National Bylaws Committee Chairperson
- National Communications Committee Chairperson
- National Finance Committee Chairperson
- National International Affairs Chairperson
- National Nominations Committee Co-Chairperson (2)
- National Programming Committee Chairperson
- National Student Engagement Committee Chairperson
- National Ad-hoc Committee Chairperson as needed

The PLS Staff may consist of:

- Executive Director
- Associate Executive Director
- Director of Professional Development
- Student Intern
- Parliamentarian
- Treasurer

Everyone on all levels of leadership works together to promote the PLS mission.

Regional Structure and Leadership



Created with mapchart.net

Chapters are divided into 11 regions. Each region offers a community for student pharmacists to connect and collaborate. Each region is represented by a **Regional Liaison** who is responsible for responding to the needs of chapters as requested by their chapter. Regional Liaisons hold meetings with their respective regions to update chapters on national news and to bring chapter concerns and questions back to the NEC.

Region Assignments

Chapter Number	Chapter Name	School Name	State	New Region
107	Delta Lambda	University of Hawai'i at Hilo	HI	A
21	Phi	University of Southern California	CA	A
74	Gamma Beta	Loma Linda University	CA	A
121	Epsilon Alpha	University of California-San Diego	CA	A

126	Epsilon Zeta	CA Health Science University	CA	A
127	Epsilon Eta	Chapman University	CA	A
131	Epsilon Lambda	Keck Graduate Institute	CA	A
72	Beta Omega	Roseman University of Health Sciences - Nevada Campus	NV	A
54	Beta Zeta	Oregon State University	OR	B
83	Gamma Lambda	Pacific University-Oregon	OR	B
51	Beta Gamma	University of Washington	WA	B
92	Gamma Upsilon	Washington State University	WA	B
133 - Awaiting Induction	Epsilon Nu	University of British Columbia, Vancouver	BC Canada	B
17	Rho	University of the Pacific	CA	B
50	Beta Beta	University of California, San Francisco	CA	B
87	Gamma Omicron	Touro University-California	CA	B
125	Epsilon Epsilon	California Northstate University College of Pharmacy	CA	B
85	Gamma Nu	Western University of Health Sciences	CA/OR	B
37	Alpha Nu	University of Wyoming	WY	C
25	Alpha Alpha	Idaho State University College of Pharmacy	ID	C
132 - Awaiting Induction	Epsilon Mu	University of Montana	MT	C
46	Alpha Chi	University of Utah	UT	C
91	Gamma Tau	Roseman University of Health Sciences - Utah Campus	UT	C
43	Alpha Tau	University of Arizona	AZ	C
67	Beta Tau	Midwestern University-Glendale	AZ	C
38	Alpha Xi	University of Colorado Denver	CO	C
118	Delta Chi	Regis University	CO	C
73	Gamma Alpha	University of New Mexico Health Sciences Center	NM	C

130	Epsilon Kappa	University of Texas, El Paso	TX	C
29	Alpha Epsilon	University of Oklahoma	OK	D
47	Alpha Psi	Southwestern Oklahoma State	OK	D
20	Upsilon	University of Houston	TX	D
23	Psi	University of Texas at Austin	TX	D
40	Alpha Pi	Texas Southern University	TX	D
64	Beta Pi	Texas Tech University Health Sciences Center	TX	D
84	Gamma Mu	Texas A & M Health Science Center	TX	D
86	Gamma Xi	University of the Incarnate Word	TX	D
122	Epsilon Beta	The University of North Texas Health Science Center-System College of Pharmacy	TX	D
57	Beta Iota	University of Kansas	KS	D
55	Beta Eta	University of Missouri-Kansas City	MO	D
33	Alpha Iota	University of Illinois at Chicago	IL	E
77	Gamma Epsilon	Midwestern University - Downers Grove Campus	IL	E
99	Delta Gamma	Chicago State University	IL	E
123	Epsilon Gamma	Rosalind Franklin University of Medicine and Science	IL	E
49	Beta Alpha	University of Wisconsin-Madison	WI	E
111	Delta Omicron	Concordia University	WI	E
44	Alpha Upsilon	Drake University	IA	E
53	Beta Epsilon	University of Iowa	IA	E
45	Alpha Phi	University of Minnesota	MN	E
35	Alpha Lambda	North Dakota State University	ND	E
36	Alpha Mu	Creighton University	NE	E
62	Beta Xi	University of Nebraska Medical Center	NE	E
34	Alpha Kappa	South Dakota State University	SD	E
1	Alpha	Auburn University	AL	F
2	Beta	Samford University	AL	F

26	Alpha Beta	University of Mississippi	MS	F
90	Gamma Sigma	Union University	TN	F
97	Delta Alpha	Lipscomb University	TN	F
101	Delta Epsilon	Belmont University	TN	F
103	Delta Eta	Southern Illinois University Edwardsville	IL	F
68	Beta Upsilon	University of Arkansas for Medical Sciences	AR	F
28	Alpha Delta	Xavier University	LA	F
48	Alpha Omega	University of Louisiana at Monroe	LA	F
32	Alpha Theta	St. Louis College of Pharmacy	MO	F
9	Iota	University of Florida	FL	G
24	Omega	Nova Southeastern University	FL	G
66	Beta Sigma	Florida A & M	FL	G
78	Gamma Zeta	Palm Beach Atlantic University	FL	G
88	Gamma Pi	LECOM-Bradenton	FL	G
108	Delta Mu	University of South Florida	FL	G
128	Epsilon Theta	Larkin University	FL	G
3	Gamma	Mercer University	GA	G
4	Delta	University of Georgia	GA	G
76	Gamma Delta	South University	GA	G
56	Beta Theta	University of Puerto Rico	PR	G
6	Zeta	University of South Carolina	SC	G
70	Beta Chi	Medical University Of South Carolina	SC	G
104	Delta Theta	Presbyterian College	SC	G
117	Delta Phi	South University-Columbia Campus	SC	G
61	Beta Nu	Virginia Commonwealth University	VA	H
69	Beta Phi	Shenandoah University	VA	H
105	Delta Iota	Appalachian College of Pharmacy	VA	H
31	Alpha Eta	West Virginia University	WV	H
95	Gamma Psi	University of Charleston School of Pharmacy	WV	H

115	Delta Tau	Marshall University	WV	H
5	Epsilon	University of North Carolina at Chapel Hill	NC	H
30	Alpha Zeta	Campbell University	NC	H
80	Gamma Theta	Wingate University	NC	H
89	Gamma Rho	East Tennessee State University	TN	H
119	Delta Psi	South College	TN	H
8	Theta	University of Tennessee	TN	H
16	Pi	Butler University	IN	I
41	Alpha Rho	Purdue University	IN	I
120	Delta Omega	Manchester University	IN	I
22	Chi	University of Kentucky	KY	I
110	Delta Xi	Sullivan University College of Pharmacy and Health Sciences	KY	I
19	Tau	Ferris State University	MI	I
94	Gamma Chi	Wayne State University	MI	I
106	Delta Kappa	University of Michigan	MI	I
10	Kappa	Ohio Northern University	OH	I
13	Nu	The University of Toledo	OH	I
39	Alpha Omicron	University of Cincinnati	OH	I
42	Alpha Sigma	Ohio State University	OH	I
93	Gamma Phi	Northeast Ohio Medical University	OH	I
116	Delta Upsilon	Cedarville University	OH	I
14	Xi	St. John's University	NY	J
58	Beta Kappa	Long Island University	NY	J
65	Beta Rho	Howard University	DC	J
59	Beta Lambda	University of Maryland	MD	J
98	Delta Beta	Notre Dame of Maryland University	MD	J
109	Delta Nu	University of Maryland Eastern Shore	MD	J

11	Lambda	Rutgers University	NJ	J
7	Eta	Duquesne University	PA	J
52	Beta Delta	University of Pittsburgh	PA	J
60	Beta Mu	Temple University	PA	J
71	Beta Psi	Wilkes University	PA	J
79	Gamma Eta	University of the Sciences in Philadelphia	PA	J
81	Gamma Iota	LECOM-Erie Campus	PA	J
114	Delta Sigma	Touro College of Pharmacy - New York	NY	K
27	Alpha Gamma	University of Connecticut	CT	K
18	Sigma	MCPHS University	MA	K
75	Gamma Gamma	MCPHS University- Worcester/Manchester	MA	K
82	Gamma Kappa	Bouvé College of Health Sciences	MA	K
113	Delta Rho	Western New England University	MA	K
100	Delta Delta	Husson University	ME	K
102	Delta Zeta	University of New England	ME	K
15	Omicron	Albany College	NY	K
63	Beta Omicron	University of Buffalo The State University Of New York	NY	K
112	Delta Pi	D'Youville College	NY	K
124	Epsilon Delta	St. John Fisher College	NY	K
129	Epsilon Iota	Binghamton University	NY	K
12	Mu	University of Rhode Island	RI	K
96	Gamma Omega	Albany College of Pharmacy and Health Sciences - Vermont	VT	K

OPPORTUNITIES FOR STUDENT INVOLVEMENT

PLS strives to maintain student involvement. Students may be involved locally, regionally, or nationally in one of many available positions.

At the local level, students may be involved with the society as an active member by attending local chapter events and participating in fundraising or volunteer activities. Students may also serve locally as elected chapter officials or committee chairs if a local chapter committee exists at their school. Students may help their chapter participate in the Leadership Challenge or apply for scholarships and funds from the society to further their chapters endeavours. Students may also be involved after graduating from their pharmacy school as alumni members locally.

Local Involvement Opportunities:

- Active chapter member
- Chapter elected official
- Chapter committee chair
- Active alumni

At the regional level, students may also be involved as Regional Liaisons for one of the 11 regions of PLS. Students may apply and be selected to serve as Regional Liaisons. In these positions, RLs will work closely with the NEC and local chapters to assess the needs of chapters and disseminate information from the NEC to local chapters. RLs are a vital part of the organization as they are a strong connection bridging the gap between the local and national level.

Regional Involvement Opportunities:

- Regional Liaisons

At the national level, students may be elected for national office as a speaker of the house or as one of two members at large. These students apply for positions over the summer and take on their new roles soon after the House of Delegates is completed. There is also one student intern position that serves the society at the national level. The student intern handles a lot of the social media for the organization and works closely with the Executive Director and president. In addition, students can serve as committee members for any of the national committees. Time commitments may vary and students may contact Chairpersons or past members to see where they feel they would fit best within the society.

National Involvement Opportunities:

- Speaker of the House
- Member at Large
- Student Intern
- Committee member

There are **additional opportunities** for students to be involved with PLS that do not necessarily fall into a local, regional, or national level category. Students also have the

opportunity to attend a variety of events held by Phi Lambda Sigma. These include, but are not limited to, participation in the GiANT Leader Academy facilitated by PLS members, book clubs, the annual summit, and informational webinars.

Additional Involvement Opportunities:

- GiANT Leader Academy
- Book Clubs
- Annual Summit
- House of Delegates
- Informational Webinars

Running For Phi Lambda Sigma National Office Student Positions

The Phi Lambda Sigma Pharmacy Leadership Society is actively seeking students ready to commit to the challenge of holding a National Office in the Society. If you are willing to accept the challenge, and desire to hold a position of leadership in an organization composed entirely of leaders in the profession of pharmacy, Phi Lambda Sigma has an opportunity for you.

Because Phi Lambda Sigma is composed of leaders of all pharmacy organizations, there is an increased possibility for networking and exchanging of ideas with those in like circumstances. Phi Lambda Sigma transcends the traditional boundaries of pharmacy organizations and allows for a collective effort toward a common goal - the advancement of the profession of pharmacy.

Two of the National Offices in Phi Lambda Sigma - Speaker of the House and Member-at-Large - may be held by pharmacy students. Both the Speaker and Member-at-Large play an active and vital role on the Phi Lambda Sigma Executive Committee and in the management of the Society. Duties of these offices include coordination of efforts among the collegiate chapters and the National Office, planning and execution of the national projects approved by the Executive Committee, recruitment of students eligible to run for national office and attendance and participation in Executive Committee retreats and meetings. The Speaker conducts the annual meeting of the House of Delegates, while the Member-at-Large presents to the House of Delegates the official slate of candidates for National Offices. Certainly, there is room for expansion of these duties if you have a particular project that interests you and would benefit the Society.

But most importantly, how do you run for National Office in one of the premier pharmacy organizations in the country? Here are some simple steps that will start you on your way.

- Become an active member of your local Phi Lambda Sigma Chapter.
- Complete and return by the applicable deadline the "Intent to Run" form. This form can be found on the web-site at www.philambdasigma.org prior to elections. Include with the form a CV, video speech and a letter of intent indicating your platform. Nominations are also accepted from the floor of the House.
- Prepare a campaign speech to be presented at the House of Delegates.

- Lastly, be available for the challenges - and rewards - of "leading leaders" in the profession of pharmacy.

If you have any questions about running for a National PLS office, please contact a current Phi Lambda Sigma National Executive Committee member. Contact information for all officers is located on the PLS web site, Executive Committee page.

Running For Phi Lambda Sigma National Office Faculty and Alumni Positions

The Phi Lambda Sigma Pharmacy Leadership Society is actively seeking faculty and alumni members who are ready to commit to the challenge of holding a National Office in the Society. If you are willing to accept the challenge, and desire to hold a position of leadership in an organization composed entirely of leaders in the profession of pharmacy, Phi Lambda Sigma has an opportunity for you. Because Phi Lambda Sigma is composed of leaders from all pharmacy organizations, there is an increased possibility for networking and exchanging of ideas with those in like circumstances. Phi Lambda Sigma transcends the traditional boundaries of pharmacy organizations and allows for a collective effort toward a common goal - the advancement of the profession of pharmacy.

Two of the National Offices in Phi Lambda Sigma - President and President-Elect are held by alumni and faculty members. Both of these positions play an active and vital role on the Phi Lambda Sigma Executive Committee and in the management of the Society. Duties of these offices include coordination of efforts among the collegiate chapters and the National Office, planning and execution of the national projects approved by the Executive Committee, recruitment of members eligible to run for national office, attendance and participation in Executive Committee retreats and pharmacy association meetings as well as chartering new chapters. Certainly, there is room for expansion of these duties if you have a particular project that interests you and would benefit the Society. But most importantly, how do you run for National Office in one of the premier pharmacy organizations in the country? Here are some simple steps that will start you on your way.

- Become an active member of your local or alumni Phi Lambda Sigma Chapter.
- Complete and return by the applicable deadline the "Intent to Run" form. This form can be found on the web-site at www.philambdasigma.org prior to elections. Include with the form a CV, video speech and a letter of intent indicating your platform. Nominations are also accepted from the floor of the House.
- Prepare a campaign speech to be presented at the House of Delegates.
- Lastly, be available for the challenges - and rewards - of "leading leaders" in the profession of pharmacy.

Applying For Phi Lambda Sigma Committee Positions

Students interested in committee positions should respond to the Google Form application when made available. Students will submit applicable materials and then positions are selected by members of the NEC based upon fit and responses to questions.

Applying For Phi Lambda Sigma Regional Liaison Positions

Students interested in regional liaison positions should respond to the Google Form application when made available. Students will submit applicable materials including a CV, letter of intent, and short video speech expressing their interest. Students will be selected by past and current NEC members for the position of Regional Liaison

RESOURCES

For more information, please visit the [PLS Website](#).