

**PHARMACY TECHNICIAN  
ADVISORY BOARD MEETING MINUETS**

Date :April 22, 2010

Time: 7:00pm

**Topic**

**I. Call to order**

Joe Farrell called the meeting to order at 6:50pm. There was an introduction of the new members on the advisory board committee: Mark Dick, Ross Nygaard, Savannah Miller, and Emily Vonasek.

**II. Minutes of last meeting**

The minutes were read and approved. Jennifer Betz approved the minutes, Kari Renfrow seconded the motion.

**III. Directors report**

Joe Farrell went over the areas of partial and no compliance from our recent ASHP accredidtaion visit. There will be another progress report due in 2012, when another 2 years of accreditation could be extended.

**IV. Lab Assistant/Advisor report**

Kari Renfrow stated that there would be 13 graduated this summer and all will be out doing rotations. The upcoming Fall 2010 semester is already full with 2 sections of 10 students each for a total of 20 potential graduates. This year the school has implanted a waiting list for students who are trying to get into the program, we have 5 students currently on the list. Kari, Jennifer, and Danika will be hosting a graduation pinning ceremony that will be held in the commons of the school on May 6, 2010 for students and guests.

**V. Administration report**

Hank Roehrich, Dean of Academic Affairs briefly mentioned the possibility of gaining funds for a remodel/reconfiguration of the lab space.

**VI. Student Representative report**

Alicia Walen, Rx club secretary gave report on the activities that the club has done this year.

- Carmel apple sale
- Decorated residents apartment for Halloween at Valley Eldercare in Grand Forks.
- Pharmacy week- had a Pharmacist come in and answer questions about medications in the commons.

- Penny War- raised money and donated to the red cross for international disaster relief.
- 9 students attended the NDPHA state convention in Minot, ND.
- Pinning ceremony

## **VII. Advisory Board business**

- **Approve learner outcomes**  
The program learner outcomes for both the AAS and the diploma programs read. Mark Dick made a motion to approve these learner outcomes and Jeff Zak seconded. Motion approved.
- **New training sites**  
Nord Drug-Fosston, MN
- **Program improvement**  
Emily Vonasek volunteered to come into the lab to demonstrate/simulate insurance claims, talk about rejections. There was discussion on a “mini rotation” to let students go and do a 1-2 hour rotation at a retail site.

Jeff Zak brought up the new regulations on disposal of hazardous drugs , this will have to fit into our curriculum .

- **Advisory Board objects**  
Joe Farrell went over the advisory board committee policies and mentioned that we should consider having committee officers.
- **ASHP Accreditation Standard**  
Reviewed the 35 goal areas set by ASHP

## **VIII. Old business**

Jennifer Betz commented on how the new class of Pharmacy Calculations, which was formally a component that was in the Fundamental Concepts of Pharmacy class, turned out for the Fall 09 semester. The class was well received and there were other healthcare programs that were interested in taking this class.

## **IX. New business**

Student supply packs/scrubs would be purchased by the student for approx 100.00 for the Spring semester. These packs would include a variety of needles, syringes. Gloves, IV bags, and other Sterile compounding supplies. This would allow to student to have a more realistic idea of aseptic technique. Jeff Zak made a motion to approve, and Jennifer Bets seconded.