



## Northland Community & Technical College Pharmacy Technology Advisory Board Meeting

Date & Time: November 8, 2011  
Campus & Room # NCTC room 236

### MINUTES

Attendees: Mark Dick, Jeff Theige, Coleen Brown, Judy Swisher, Savannah Miller, Kari Renfrow, Emily Vonasek, Joe Farrell, Danika Braaten

Absent: Jeff Zak, Ross Nygaard, Jackie Koudela, Greta Gustafson

Topic	Responsible Party	Discussion/Outcome
Call to order	Joe Farrell	Meeting called to order and 6:45pm. The minute's form the last meeting were read and approved with no changes. Approved by Kari Renfrow. Second Savannah Miller.
1. New Members	Joe Farrell	Judy Swisher is teaching PHRM 1001 Fundamental Concepts of Pharmacy and PHRM 1002 Pharmacy Calculations this semester. She has become a member on our board. Jackie Koudela is president of the RX Club on campus and will be our student representative this year.
2. Directors Report	Joe Farrell	<ul style="list-style-type: none"> <li>The 2011 Program analysis was gone over. There were some questions about the amount of students that had graduated. The number seemed low. It was discovered that there were some students that did not have correct majors declared were being counted in different programs. Administration started a new access code policy that requires students to meet with an advisor before they can register for class. Hopes are to help with retention, make sure correct majors are declared,etc.</li> <li>Joe Farrell discussed that in 2008 we had our last accreditation visit and in 2012</li> </ul>

		<p>they will be expecting a progress report. Our next scheduled visit will be in 2014.</p> <ul style="list-style-type: none"> <li>At the last meeting we talked about remodeling the Pharmacy lab and trying to gain space to allow more students. NCTC did not receive the monies that were hopeful for the 2012 bonding project. The lab will not be remodeled this year.</li> </ul>
3. Lab Assistant Report	Danika Braaten	This year we had 13 students on the Pharmacy Technology waiting list. There was a third section of PHRM 2001 opened to accommodate 10 students. Obstacles that might be encountered are finding hospital clinical rotations.
4. Student Representative Report	Jackie /Danika	The RX club will be ringing the bell for the Salvation Army in the front lobby of Cabala's on December 16, 2011 followed by a holiday party. The club plans on attending the NDPHA Spring convention in Jamestown, ND. In the spring semester there will be an otc awareness booth set up in campus commons.
5. Prerequisite for PHRM 1002	Danika Braaten	A discussion was held about having a math prerequisite for Pharmacy calculations. Currently there are no requirements for students that would like to take this class. History has showed about 30% decrease from the beginning of the semester to the end. Danika Braaten mentioned that it would be nice if students had a pre requisite of Math 0080 Foundations of Math. The advisory Board recommended that Judy Swisher review the different math offerings that the college has and recommend if a prerequisite should be required. Update: Judy Swisher has looked over 3 different Math classes and recommended that we implement a requirement of Math 0080 or an accuplacer Arithmetic score of 50 or higher. Colleen made a motion to implement new prerequisite of Math 0080 or 50 or higher on Accuplacer test. Emily Vonasek seconded.
4. Old Business		The Intro to Anatomy drop to A& P I and A&P II for the diploma program will be brought to AASC in the Spring semester.
6. New Business		More clinical sites are requiring a new federal background check. The Health and human Service division has been looking into a background that would be in addition the the State on Minnesota background that is currently required. The new background would be annual and the cost is approx. 60.00
4. Adjourned		