



Meeting Name: Pharmacy Technology Advisory Board meeting

Date & Time: March 24, 2015

Campus & Room # NCTC-EGF room 357

Committee Minutes

Attendees: Joe Farrell, Erin Navarro, Britany Sevigney, Marnie Carlson, Colleen Brown, Kris Fulton, Mark Dick, Ross Nygaard, Jeff Theige, Kari Renfrow, Candi Aamold, Kari Renfrow, Jeff Zak, Ross Nygaard, and Megan Monson

Absent: Savannah Miller

Topic	Responsible Party	Discussion/Outcome
Call of Meeting to Order	Danika Braaten	Meeting was called to order at 7:03pm
Approval of Previous Meeting Minutes	Kari Renfrow	Jeff Zak made a motion to approve the minutes with and changes, Erin Navarro 2 nd
Director's Report	Danika Braaten	2015 will have 14 potential graduates. We are still waiting for the ASHP recommendations after their July 2014 site visit. A tour of the pharmacy lab was giving, the new automated dispensing cabinet was demonstrated. There has been added a new flavoring station that was donated to the campus and the students will incorporate this into the PHRM 2001 lab. 2015 the pharmacy technology 5 year review will be completed in May 2015. This is a "mini" self-study that is required by the college.



Administration Report	Dean Stassen	<p>Dean Stassen was available to answer question from the advisory board. She mentioned the monies that were secured to purchase the automated dispensing equipment with the leveraged equipment budget.</p> <p>The board inquired about bringing a lab assistant back, Jodi addressed the issues, and discussion was about what other MNSCU colleges have for employees of pharmacy tech programs. Hibbing's and Wadena only have one faculty member.</p>
Student Representative Report	Megan Monson	<p>Megan reported that the RX club was recognized by student senate for the spring semester. The students have planned to have 10 students attend the NDPH convention at the end of April, 2015. The Rx club will be having an informational booth in the commons on OTC awareness on April 21, 2015. The club will also be sponsoring a toiletry drive for CVIC in Grand Forks, ND.</p>
Program issues	Danika Braaten	<p>With the new accreditation standards in 2014, the one area of concern is the proficiency with reading and speaking in the English language. We are still looking at ways to test for these competencies.</p> <p>The program will work with admissions to get a letter sent out to registered student 2 weeks before school start and advise them of the new federal background requirements.</p>
New Business: Curriculum	Danika Braaten	No new updates
New Business: Training Sites Approvals	Danika Braaten	<p>Walgreens-Brooklyn Park, MN</p> <p>Walgreens compounding pharmacy- Minneapolis, MN</p> <p>Langdon community Drug-Langdon, ND</p> <p>Quarve Drug-Britton, SD</p> <p>VA hospital inpatient pharmacy-Fargo, ND</p>
Program Improvements	Danika Braaten	<p>Andrea Moses was introduced, she will be the new pharmacy technology program advisor. NCTC was moved to program specific advising. She will be meeting with any student that is interested or currently enrolled in the pharmacy program.</p>



New Business: Med-Dispense	Danika Braaten	Med-Dispense automated dispensing cabinet was purchased and will be tied into the PHRM 2001 curriculum
New Business: Online Options	Danika Braaten	Danika and Jodi shared information about what the process is to start an online pharmacy program. The first step is conduct a needs assessment to find out what areas are in need and what could we offer to fill those voids. Discussion was held about how to fill the pharmacy jobs locally and state wide. Jodi and Danika will set up a meeting this summer to further discuss this issue.
New Business:	Danika Braaten	Basic Life Saving is another area that ASHP is requiring students have to graduate the program. Jodi mentioned that the program could work with COI to coordinate a unit/model that all students would be able to complete this during one of the PHRM courses as an individual unit.
New Business: Strategic Plan Review and Approval	Danika Braaten	The board reviewed the strategic plan for 2015 and beyond
Old Business:		ASHP visit from 2014- waiting for report Marnie is going to contact Dani from Red River and possibly coordinate a visit with Danika and Marnie to talk to high school kids in the health occupations class about the different working area in the field of pharmacy.
Meeting Closed		Adjourned 8:36pm


