



Meeting Name: Pharmacy Technology Advisory Board meeting

Date & Time: March 22, 2016 6:30pm

Campus & Room # NCTC-EGF

Committee Minutes

Attendees: Wyatt Chisolm, Ross Nygaard, Erin Navarro, Brittany Sevigny, Marnie Carlson, Bryan Miller, Emily Vonasek, Andrea Moses, Danika Braaten

Absent: Candace Aamold, Jeff Zak, Mark Dick, Jeff Theige, Kris Fulton, Kari Renfrow, Colleen Brown, Savannah Miller

Topic	Responsible Party	Discussion/Outcome
Call of Meeting to Order	Danika Braaten	Meeting was called to order at 6:30pm
Approval of Previous Meeting Minutes	Danika Braaten	Marnie made a motion to accept the minutes with corrections. Erin 2 nd the motion.
Director's Report	Danika Braaten	The 2016 class will have a potential for 19 candidates this year. The committee reviewed the program data analysis report. Pharmacy came out well with 5 out of 6 plus's. Questions were raised about the area that we were deficient in. This was student success measure. Danika will talk with Dean Stauss to clarify who this being measured and what are the criteria for the data that is being looked at. Will report back the committee at the fall meeting.
Administration Report	Dr. Bona	No report



Student Representative Report	Wyatt Chisolm	Wyatt reported that the Rx club has participated in volunteering with the Circle of Friends Human Society. The club had information for students on stalking, domestic violence, and other information that was provided the Grand Forks CVIC. The club is also signed up to help with our Healthy Campus committee to provide information on prescription take back programs. It was asked to the committee if they had any ideas or need help with any community projects to keep the Rx club in mind. Emily mentioned Feed the Health Children. Working at the mission was discussed and helping handout medical information.
Program issues	Danika Braaten	In the fall meeting the advisory board had agreed to start having our new students require observation hours. The form was brought to the advisor and it was voted to change the required amount of hours to: 2 hours of retail and 2 hours of "other" site observation. This could include hospital, long term care, compounding, etc. It was also decided to incorporate this requirement into the PHRM 1001 Fundamental Concepts of Pharmacy class instead of a pre-requisite for the program.
New Business: Curriculum	Danika Braaten	No report
New Business: Training Sites Approvals	Danika Braaten	Keycare pharmacy- Minot, ND Elbowoods Memorial Health Center- New Town, ND
New Business : Admissions Criteria	Danika Braaten	Change from requiring the observation to be complete upon entry into the Pharmacy Technology program.



New Business: Guest Speakers	Danika Braaten	If there is anyone out in our community that would be a good speaker, please contact Danika. Brittany will work on a third party talk for next year.
New Business: NAPT	Danika Braaten	NAPT is working with the BOP to produce a video on the different areas that a pharmacy technician can work in. They would like to use it as a promotional piece to recruit people into the profession. NAPT will be visiting our campus in April to talk to the students about the importance of profession of pharmacy technician.
Old Business:	Andrea Moses	Program Specific Advising- Andrea reported that advising is going well. There was discussion on the diploma program vs. the AAS. We will look at each program at the fall meeting.
Meeting Closed	Danika Braaten	Meeting was closed at 7:40pm