



Meeting Name: Pharmacy Technology Advisory Board meeting

Date & Time: October 25, 2016 6:30pm

Campus & Room # NCTC-EGF

Committee Minutes

Attendees: Ross Nygaard, Kari Renfrow, Brittany Sevigny, Marnie Carlson, Bryan Miller, , Andrea Moses, Danika Braaten, Candace Aamold,

Absent: Jeff Zak, Mark Dick, Jeff Theige, Kris Fulton, Kari Renfrow, Colleen Brown, Savannah Miller, Erin Navarro, Emily Vonasek

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. Bryan 2 nd the motion.
Director's Report	Danika Braaten	The 2017 class will have a potential for 16candidates this year. Dean Stassen will present the program analysis report to the advisory committee in the spring 2017 meeting.
Administration Report	Dr. Bona	No report



Student Representative Report		There is not an established Rx club on this year due to low interest. The advisory board recommended to invite a student in the class to sit as a student representative. Danika will invite a student to participate in the spring meeting.
Program issues	Danika Braaten	There was discussion about how the observation hours went this semester. There will be a list given to the students next fall semester with pharmacy names and who to contact to help schedule hours. There will be a survey for the students to give some feedback about their perception of the observation hours, this will be reviewed at the spring meeting.
New Business: Curriculum	Danika Braaten	Andre Moses, program advisor, gave some background on Contemporary Math and some of the issues that the students were running into. Bryan Miller made a motion to drop Contemporary Math from the curriculum and only having College Algebra as an option. Ross Nygaard second. The curriculum change will go to AAS in the spring.
New Business: Training Sites Approvals	Danika Braaten	No sites to approve for fall.
New Business : Pharmacy tours	Danika Braaten	Pharmacy tours- students toured Walls compounding pharmacy in the fall. This was the first time that we have gone there. The Students loved it. Students will plan to tour the hospital pharmacy and Hugo's in EGF in the spring.
New Business Admissions Criteria	Danika Braaten	Hepatitis B is now required to have the whole series completed before students can go to clinical.



New Business: Misc.	Danika Braaten	<ol style="list-style-type: none"> 1. Nursing program is working with the pharmacy students on the Med Dispense automated cabinet. 2. The board looked at our current membership and discussed adding new members. Danika would like to see Susan Bouldac, a technician from TWD. Bryan was going to find a pharmacist and a technician to invite. Danika will send out invites to three new members.
Old Business:	Andrea Moses Danika Braaten	<ol style="list-style-type: none"> 1. Andrea updated the board on how the pharmacy student advising has been going. She shared her academic advising rubric with the board and we had discussion about the differences in the diploma vs. AAS program. 2. The board watched the new video that NAPT partnered with ND State Board of Pharmacy. This video was shared with the college to use as a promotional piece in any recruitment endeavors.
Meeting Closed	Danika Braaten	Meeting was closed at 7:40pm
	Danika Braaten	Hepatitis B is now required to have the whole series completed before students can go to clinical.