

## ADVISORY COMMITTEE MEETING MINUTES

**PROGRAM COMMITTEE NAME:**

PHARMACY TECHNOLOGY

CHAIRPERSON: Joe Ellison		
MEETING DATE: 3/22/11	MEETING TIME: 12:00 p.m.	MEETING PLACE: Allied Health 155
RECORDER: Kim Lacey, Executive Secretary		PREVIOUS MEETING: 11/1/10

**MEMBERS PRESENT:****OTHERS PRESENT:**

Name and Title:	Employer Info:	Email and Phone Number
Janice Landon, RPh	Triumph Hospital	806-467-7000
Joe Ellison, RPh	Triumph Hospital	806-467-7000
Chad Simpson, RPh	Baptist St. Anthony's Hospital	806-212-2000
Judy Massie, Program Director	Amarillo College - MDS Program	806-354-6068 jemassie@actx.edu
Stacy Tormey, Student Representative	Amarillo College	806-354-6055
Deanne Harmon, CPht	JO Wyatt Clinic	806-351-7200
Israel Gamboa, RPh	Walgreens Pharmacy	806-468-8616
<b>EX-OFFICIO'S PRESENT</b>		
Shawna Lopez, Program Director	Amarillo College - Pharmacy Technology	806-356-3655 smlopez@actx.edu
Bill Crawford, Dean of Health Sciences	Amarillo College	806-354-6070 wecrawford@actx.edu

Agenda Item	Action / Discussion / Information	Responsibility
Old Business: N/A		

Continuing Business: N/A		
New Business:		
Approval of Minutes:	The minutes of the November 1, 2010, meeting were approved as written.	All voting members of the advisory committee.
Division Advisor - Cherie Clifton	Clifton was unable to attend the meeting but a report was sent to Lacey by email. Summer and Fall registration begins April 11. Also, everyone is invited to Spring Fling which will be outside, if weather permits, at the West Campus, on Tuesday, May 3. Seward County Community College, in Kansas, is interested in starting a Pharmacy Technology program. They also have a Title V grant to build a new health science building.	
Student Representative - Stacy Tormey	Tormey reported that the students are doing well. They are all ready to finish up their last four courses and graduate. The students have said that their clinical experiences have been very positive and are very thankful for everything that the affiliations do for them and for the college. The only drawback is that they would like more hands-on in the clinic. The online classes are going very well.	
<b>MINUTES:</b>		
Key Discussion Points	Discussion	
Old Business: N/A		
Continuing Business: N/A		
New Business:		

Director's Report - Shawna Lopez	<p>Lopez reported that according to the ASHP committee is to determine that the current curriculum makes it possible the attainment of all educational goals and objectives. Lopez referred back to the crosswalk that was given out at the last meeting. Also, ASHP requires that the committee validates the programs admission criteria as well as the selection process. Lopez gave everyone a copy of the programs admission criteria that was taken from the program packet. ASHP requires that the committee validates criteria for the students successful completion of the program. Lopez gave everyone an updated copy of the new lab space. The suggestions from the committee last year were submitted to the architect and changes were made accordingly. Lopez asked if it would be possible for students to sign on to Google in the clinical sites to use an "online clock-in" program? The sites stated that most of the computers have Google blocked.</p>	<p>The students must pass all courses from the spring semester to continue to the fall semester. All finals are comprehensive, in order to incorporate ASHP's goals and objectives. The students as well as the clinical sites receive a competency profile (both are responsible for student training). Also, the Certification Review class is a capstone course.</p>
Dean of Allied Health - Bill Crawford	<p>Crawford went over the revised Advisory Handbook with the committee. He reminded the committee that their charge is to make sure that the program is teaching up-to-date information.</p>	
Affiliation Reports		

Baptist St. Anthonys Hospital	Simpson reported that everything is going well. There was a problem with one student but that has since been resolved. Simpson asked if when accepting applications to the program if there was an interview process or do the students write an essay on why they want in to the program. Lopez stated that AC has an open door policy but that she does talk with students. She said usually the students who are not cut out for the program will eliminate themselves by not passing all the classes.	
Triumph Hospital	The question was asked if HIPPA was discussed with our students. Lopez replied that HIPPA is discussed in the Introduction course, the Law course, a DVD is shown, and students sign a HIPPA statement.	Lopez will redo the HIPPA process, and talk to the students about HIPPA before they go out to do their clinic.
Walgreens Pharmacy	Students are doing well. Had an issue with one student but that has been resolved.	
J.O. Wyatt Clinic	Students are doing well. The question was asked about how to grade a student when all they do is observe because they don't have their training card.	
Curriculum Decisions:	No curriculum changes were made.	
Adjournment	Being no further business the meeting adjourned at 1:00 p.m.	
		<b>NEXT MEETING: Fall 2011</b>