Advisory Committee Meeting Minutes

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| **PROGRAM COMMITTEE NAME**: | | | | Pharmacy Technology Program | | | | | | | | | |
| **CHAIRPERSON:** | | Chad Simpson | | | | | | | | | | | |
| **MEETING DATE:** | | 12/5/11 | | | **MEETING TIME:** | 12:00 p.m. | | | **MEETING PLACE:** | | Allied Health 155 | | |
| **RECORDER:** | | Kim Lacey, Executive Secretary | | | | | | | **PREVIOUS MEETING:** | | 3/22/11 | | |
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| **MEMBERS PRESENT** | | | | | | | | | | | | | |
| **List all members of the committee, then place an X in the box left of name if present** | | | | | | | | | | | | | |
|  | **NAME** | | **TITLE** | | | | | **EMPLOYER INFO** | | **PHONE** | | | **EMAIL** |
| X | Chad Simpson | | Pharmacist – Education Coordinator | | | | | Baptist St. Anthony’s Hosp. | | 806.212.4538 | | | [chad.simpson@bsahs.org](mailto:chad.simpson@bsahs.org) |
| X | Deann Harmon | | Certified Pharmacy Technician | | | | | J.O. Wyatt Clinic/NWTH | | 806.351.7254 | | | [deannharmon@wyattclinic.com](mailto:deannharmon@wyattclinic.com) |
| X | Micki Grosz | | Pharmacist – Assistant Director | | | | | Northwest Texas Hospital | | 806.354.1554 | | | [micki.grosz@nwths.com](mailto:micki.grosz@nwths.com) |
| X | Brent Collier | | Pharmacist – Pharmacy Manager | | | | | J.O. Wyatt Clinic/NWTH | | 806.351.7241 | | | [brent.collier@nwths.com](mailto:brent.collier@nwths.com) |
| X | Israel Gamboa | | Pharmacist – Pharmacy Manager | | | | | Walgreens | | 806.468.8616 | | | N/A |
| X | Judy Massie | | Program Director/Medical Data Spec. | | | | | Amarillo College | | 806.354.6068 | | | [jemassie@actx.edu](mailto:jemassie@actx.edu) |
| X | Janae Parker | | Student Representative | | | | | N/A | | 806.922.8929 | | | [Janae.parker@yahoo.com](mailto:Janae.parker@yahoo.com) |
| X | Joe Ellison | | Pharmacist – Director of Pharmacy | | | | | Kindred Hospital | | 806.467.7172 | | | [jellison@triumph-healthcare.com](mailto:jellison@triumph-healthcare.com) |
| X | Janice Landon | | Pharmacist – Pharmacy Manger | | | | | Kindred Hospital | | 806.467.7172 | | | [jlandon@triumph-healthcare.com](mailto:jlandon@triumph-healthcare.com) |
| **EX-OFFICIO’S PRESENT** | | | | | | | | | | | | | |
| X | Shawna Lopez | | Program Director | | | | | Amarillo College | | 806.356.3655 | | | [smlopez@actx.edu](mailto:smlopez@actx.edu) |
| X | Bill Crawford | | Dean of Health Sciences | | | | | Amarillo College | | 806.354.6070 | | | [wecrawford@actx.edu](mailto:wecrawford@actx.edu) |
| X | Cherie Clifton | | Advisor of Health Sciences | | | | | Amarillo College | | 806.354.6077 | | | [caclifton@actx.edu](mailto:caclifton@actx.edu) |
| X | Becky Burton | | Director of Career Clusters & Radiography | | | | | Amarillo College | | 806.354.6099 | | | [bkburton@actx.edu](mailto:bkburton@actx.edu) |
| **AGENDA ITEM** | | | | | **ACTION DISCUSSION INFORMATION** | | | | | | | | **RESPONSIBILITY** |
| Call to order & Introductions | | | | | Simpson, Chairperson, called the meeting to order and introductions were made around the table following a tour of the west side of the building which is currently being renovated. The new pharmacy lab is included in the renovations but will not be complete until after January 1, 2012. | | | | | | | | Chad Simpson |
| Approval of Minutes | | | | | The minutes of the March 22, 2011, meeting was approved as written. | | | | | | | | Committee Members |
| Health Sciences Advisor | | | | | Clifton reported that enrollment for this fall semester is 200 students less than last fall semester. Spring registration started November 7th and enrollment thus far is 20% less than last spring semester. Fall graduation is December 10th @ 10:00 a.m. at the Civic Center. | | | | | | | | Cherie Clifton |
| Career Clusters | | | | | Burton gave the committee the history of Career Clusters and how it will affect AC and the PTA program. Career Clusters, is a national education model, which requires the every health science program add two courses that are common in all health sciences courses. The two courses chosen are Medical Terminology I and Anatomy & Physiology I. The program will adhere to these changes through the Curriculum Committee at Amarillo College. Massie added that Medical Terminology I & II will be combined into one 3 hour course and will be called Medical Terminology. Lopez was encouraged to add Anatomy & Physiology II to the curriculum. | | | | | | | | Becky Burton |
| Student Representative | | | | | Parker thanked everyone for coming to the meeting. She asked the affiliation members what they expect from the students that will be starting their clinical rotation in the spring. Many responded that they want the students to be professional, adhere to the confidentiality policy, and be ready to learn. Also, all the students will need their training cards before they start their clinical assignments. Parker added that the students will be wearing scrubs to the clinical sites as well as their name badges which will identify them as AC students. | | | | | | | | Janae Parker |
| Director’s Report | | | | | Lopez handed out the Hospital & Retail Setting Competencies that will be given to the students as well as all the clinical sites. There were a few corrections that were made that will be noted. Currently, sites being used are BSA, NWTH, Kindred, Drug Emporium, CVS, Walgreens, and the Wyatt Clinic. Those sites were approved by all present members. Students must receive 80 hours in the hospital setting and 80 hours in the hospital setting. Lopez passed around the new textbook Pharmacy Management Software which was approved by all present members. With the construction of the new pharmacy lab, the program will be in compliance with the accrediting body. | | | | | | | | Shawna Lopez |
| Affiliations Report | | | | | Affiliations present reiterated that the students must have their “training cards” before coming to their site. They also wanted the students to be professional at all times and come prepared to learn. | | | | | | | |  |
| Dean’s Report | | | | | Crawford added that he appreciates the support from all the affiliation sites and that without them and their support for the program there would be no program. | | | | | | | | Bill Crawford |
| Adjournment | | | | | Being no further business the meeting was adjourned at 1:15 p.m. | | | | | | | |  |
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| **Chairperson Signature: Chad Simpson** | | | | | | | **Date: 12/5/11** | | | | | **Next Meeting: Spring 2012** | |