

PHARMACY TECHNOLOGY ADVISORY MEETING

Minutes - 02/02/06

Members Present: Brent Collier – Chairperson, Joe Ellison, Jennifer Barnett, Sue Sutton, Judy Massie

EX-OFFICIO'S PRESENT: Shawna Lopez, Program Director, Bill Crawford, Susan McClure, Pilar Suarez, Jeff Doiron

1. Welcome – Lopez welcomed everyone to the meeting and introduced the committee members.
2. Minutes – The minutes of the May 3, 2005, meeting were approved with no corrections.
3. Continuing Health Care Education – Doiron stated that his department has not been asked to help with continuing education for this program, but would certainly be available when necessary.
4. Allied Health & Nursing Counselor – McClure reported that spring registration went well. The college is working on a “year around” enrollment for student, which include the new Fall Too & Spring Too classes.
5. Student Representative Report – Sutton reported that Mrs. Lopez is a wonderful instructor. Sutton supports the idea of dropping Medical Terminology II from the curriculum because it is taught in other PHT courses. She wished that she had been informed earlier of the changes of night to day courses.
6. Director's Report – Lopez asked the committee what their thoughts were on the following curriculum changes. After a discussion, *it was voted that all deletions and additions listed below would be set fourth in the pharmacy technology curriculum, and all changes were unanimously approved by all voting committee members.* Lopez will submit the following recommendations listed below to the Academic Affairs for their approval.

- ❖ Deletion of prerequisite POFM 2323: Medical Terminology II
- ❖ Deletion of prerequisite COSC 1301: Computer Concepts
- ❖ Addition of prerequisite SPCH 1318: Interpersonal Communications w/option to take SPCH 1315 or SPCH 1321
- ❖ Addition of PHRA 1102: Pharmacy Law – to the fall semester
- ❖ Addition of PHRA 1143 Pharmacy Technician Review – to spring semester

Lopez gave everyone a copy of the proposed “competency profile” form that she put together and asked the pharmacists for their input. This form will allow retail and/or hospital pharmacists to give students a rating on their performance in the clinical setting. The student will take this form with them to all their clinical sites and once the student graduates they can take the form to a future employer(s) to show competency in their prospective field. Crawford said that most allied health programs use this form or something similar. Committee members like the form but had some questions. Who was going to fill out the form? Who was going to sign off on it? How many people need to sign off on it? Can there be one side for retail settings and one side for hospital settings? Lopez said that she would work on the competency form and get back with them. Collier suggested that one person at each facility be responsible for the competency form.

Lopez reported that the self-study for the program is ready to be mailed. Once the report has been received, an accreditation site visit will be scheduled. Lopez will be contacting all committee members about the site-visit when more information is available.

7. Other Business – McClure was concerned that Ms. Lopez changed the program courses to days. Would it cut enrollment? Lopez said that she doesn't think it will have too much of an impact on enrollment. McClure suggested instead of offering SPCH 1318 Interpersonal Communications, offer SPCH 1315 Public Speaking or SPCH 1321 Business & Professional Speaking, because SPCH 1318 normally will not transfer. Lopez said that she will advise her students of that possibility, but would like to leave it as SPCH 1315.

8. Adjournment – Being no further business the meeting adjourned at 1:00 p.m.

Minutes were written and submitted by Kim Lacey, Administrative Assistant: _____