

Pharmacy Technician Advisory Board Meeting



4/26/13

MT 176

Present: Shawna Tracy, Mary Chavez, Randi Nusser, Paula Anselmo, Marcella Noriega

Unattended: Lee Lucero, Kaitlin Brewer

Minutes Taken by: Marcella Noriega

Agenda Item	Discussion	Decision/Action Item
Call to order	Meeting was called to order by Shawna Tracy at 8:15 a.m	
Approval of minutes	The minutes were approved by Randi Nusser and seconded by Paula Anselmo.	
Program Update 1. Current Enrollment for Spring 2013 2. Applications for Fall 2013 3. Scholarships	<ol style="list-style-type: none"> 1. Current enrollment for Spring 2013 is 14 students with 2 high school students. 2. Applications for the Fall semester opened on April 15th and will close on June 15th. 8 applicants received as of today. 3. Scholarships were awarded to 2 students for a total amount of \$500.00 (\$250) each for the spring semester. 	
Dean Report/Update	*Mary Chavez informed all of the graduation dates for Pueblo, Fremont and SCCC campuses and special pinning ceremonies for all health programs. *Mary gave a brief overview of the new IGrad program which will begin in the fall semester. The goal of the program is to help with the retention of more students. PCC will also be increasing marketing efforts for enrollment. *Mary also spoke of the CHEO grant which began in November 2012 at PCC; which will reach out to more rural communities.	
Instructor Report 1. Supplies needed 2. Classroom update 3. New Part-Time Instructor	<ol style="list-style-type: none"> 1. Shawna ordered all supplies currently needed. The McKissan software was very expensive, so it was not ordered. 2. Classroom book purchased for \$125 used by students includes a CD. All lessons are done in the classroom but the book will be very useful to students as a reference in the future. 3. Lee Lucero will teach classes currently taught by Dave Reiter in the Fall. The new part-time instructor will teach classes currently taught by Lee Lucero. 	Paula Anselmo suggested looking into the Cardinal software program which is used in retail.

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Clinical Site Report	Lee Lucero was not present to give the clinical site report. Shawna did report that both Lee Lucero and Dave Reiter are doing a great job at St. Mary Corwin clinicals.	Shawna can look into doing clinicals also at Parkview Hospital.
Committee member Reports 1. Job Market Status	Paula Anselmo suggested adding more internship time and retailing shadowing for students to gain more experience. This would benefit them when they do apply for a job. She also suggested that more typing skills are needed.	Shawna will forward the VE135 current information to all. Shawna will look at the curriculum to include more shadowing.
Good of the Order Meeting was adjourned	Paula Anselmo addressed professionalism issues in the workplace. The meeting was adjourned at: 9:10 a.m. Next meeting will be held ???	Shawna will integrate professionalism into orientation.