

**Date: March 31, 2015**

**Committee Members Present: John Sernac, Dave Reiter, Ronnie Sullivan, Mary Chavez**

**Committee Members Absent: Diane Baker, Paula Anselmo, Patty Erjavec, Linda Holzrichter**

**Guests:**

**Minutes taken by: Bonnie Housh**

| Agenda Item               | Discussion Points  | Decision/Action Item  |
|---------------------------|--|---|
| Call to Order             | Bonnie Housh called the meeting to order   |   |
| Welcome and Introductions | Members introduced themselves  |   |
| Approval of Minutes       | Minutes were approved  |   |
| Instructor Report         | <p>The program has two new instructors for the Spring semester.</p> <ul style="list-style-type: none"> <li>• Nicole is currently working at Safeway Pharmacy and was a tech trainer for Walgreens. She is teaching PHT 207 Drug Classification and PHT 235 Pharmaceutical Calculations and Compounding.</li> <li>• Silvia Nieto currently isn't working in the field, but has worked for Walgreens. She has completed continuing education courses and has maintained her certification. She is teaching PHT 105 Orientation to Pharmacy and PHT 120 Medical Insurance Procedures.</li> <li>• Both instructors have completed the vocational credentials.</li> </ul> |   |
| Clinic Site Report        | <p>Participating retail pharmacies – Blende Drug, Mesa Pharmacy, SMC Medical Arts Pharmacy, Pueblo West Walgreens Pharmacy.<br/>                     Hospital pharmacy – St. Mary Corwin<br/>                     Student clinical rotations are 8 hours at retail and 8 hours at hospital pharmacies.<br/>                     Attending advisory board member feel that 16 clinic hours is not adequate clinic time for the students. Their recommendation is to increase the clinic hours to 80. Additional retail and hospital pharmacies would be needed for</p>  | <p>Bonnie – add an internship course to mini-certificate.<br/>                     Ronnie – contact Parkview Pharmacy director.</p> |

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|---------------------------------|--|--|
|                                 | students to complete the additional hours.   |  |
| Program updates<br>PTCB Changes | <p>In 2020, PTCB is requiring students to graduate from an ASHP accredited program to sit for the certification exam.</p> <p>Ronnie commented the role of the Pharmacy Tech is changing. Additional skills are needed for the hospital pharmacy. The PYXIS use bar codes; clean room safety standards, direct patient care, and reconciliation of meds.</p> <p>Retail skills for Pharmacy Tech are also changing. Use of bar codes, managing inventory – ordering and stocking.</p> <p>Members would like to see an example of a clinical rotation.</p> <p>Ronnie, Dave and John agreed to review curriculum.</p> <p>2-2 conference</p> <ul style="list-style-type: none"> <li>• Discipline is working on revising course curriculum</li> <li>• “Clean up” of courses in database; deleting unused courses; revising competencies</li> </ul> | <p>Bonnie will create a sample clinic schedule.</p> <p>Bonnie will e-mail curriculum to board members.</p> |
| Enrollment                      | <p>Over the past 4 years, there has been a decline in the number of students in the program.</p> <p>Fall semester:</p> <ul style="list-style-type: none"> <li>• 14 students; 6 were high school students.</li> <li>• High School students complete PHT 105 &amp; 120 one semester and PHT 207 &amp; 235 in a second semester.</li> </ul> <p>Spring semester:</p> <ul style="list-style-type: none"> <li>• 10 students; 6 high school students – 4 completing the program and 2 starting the program (will complete Fall 2015)</li> </ul>   |  |
| College Updates                 | <p>Mary reported Graduation is May 15 at the Events Center for the Pueblo and Fremont campuses. Durango campus graduation is May 17.</p> <p>A Capstone event will take place on April 15. The event will begin at the house on Orman and end at St. Mary Corwin SIM Center on 6400.</p> <p>CHEO budget revision to possible pay for the Anatomage Table.</p> <ul style="list-style-type: none"> <li>• An Amendment 50 proposal was submitted for 2014 second round funds; was partially funded; proposal was pulled from second round to allow for several smaller proposals to be funded.</li> <li>• The proposal will be resubmitted for 2015 Amendment 50 funds. Hopefully, either CHEO or Amendment 50 funds will be used to purchase the</li> </ul>   |  |

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|-------------------|---|----------------------|
|                   | <p>Anatontage table.</p> <ul style="list-style-type: none"> <li>CHEO grant funds are being used to convert courses to hybrid or online – EMS, HIT, PSG, and RTE</li> </ul> <p>Video recruitment video which will feature all programs in H &amp; PS division will be recorded on May 21</p> |                      |
| Good of the Order | John, Dave and Ronnie voted to wait until the next meeting to vote for a chairperson.   |                      |
| Next meeting      | October   |                      |

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