

Modesto Junior College

Advisory Committee Meeting Pharmacy Technician Program MINUTES

Meeting Date: January 22nd, 2018 Time: 6:30 to 7:30 pm

Location: MJC Sierra Hall RM 235

I. CALL TO ORDER			
II. INTRODUCTIONS/IN ATTENDANCE: Ted Negran (Walgreens), Jena Parker (Sutter Tracy), Cassi Prosper (Program Instructor), Theresa Schryer (Program Student 2017), Ken Cosner (River Oak Pharmacy), Amber Bargas (Program Director), Martha Rice (Program Specialist) NOT HERE: Gail Allard (Central Valley Specialty Hosp.),			
VI. NEW BUSINESS		Cassi Prosper and Amber Bargas	
<p>a. Define Duties and Responsibilities of Committee Members</p> <p>1) Review & Incorporate responsibilities of Committee – please see attached COVERD</p> <p>b. Approval of By-Laws– please see attached COVERED</p> <p>c. Pharmacy Tech Program:</p> <p>1) Strategic Plan– please see attached –New Strategic Plan Introduced to Committee,</p> <p>3) Overview of 2018 program-please see attached calendar</p> <ul style="list-style-type: none"> • didactic component=195 • simulation component=87 • experiential component=340 			
Ledger: Item number listed in [#] brackets is an ASHP survey finding. PC indicates an area of partial compliance, NC is non-compliance			
ITEM:	PRESENTED BY:	PAGE	COMMENTS:
a. ASHP survey findings (Dec 1, 2015) Findings & Responses	Cassi Prosper and Amber Bargas		Director went over ASHP findings report #1,#7, #14,#15, #17, Modeled more towards teaching and training a Technician, not a Pharmacist.
b. Changes made thus far	Cassi Prosper and Amber Bargas		Thank You Jena Parker and Sutter Tracy for the donation of the IV hoods, it is greatly appreciated! Jena asked if we cover resume writing, it's a very important part. Amber touched on Video Interview style, Martha asked for Advisory members to be on mock-interview panel. Jena can donate an Image Scanner Damarion and St. Josephs both hospital sites are in talks. Jena shared to carefully monitor these two sites, she has heard they practice short cuts. Theresa said it was helpful to have top 200 drugs ongoing throughout the course beginning day one.
c. Instructor hand off sheet implemented [Item 3.2]			
d. Creation of informational meeting sign in log to collect prospective student info.			
e. Evaluation of all externship sites/additional sites contracted -COVERED			
f. Revision of externship process [Item 3.3.h (1) (4) (6)]			
g. Additional supply donations and vendors set up [Item 3.3. g (2)(6)]			
h. Revision of math entrance exam			
i. Math incorporated throughout program			
j. Revision of duplicating request process			
k. PTCB preparatory classes added [Item 1.2.d]			
l. Simulated retail component now includes student to perform each skill in a sequential manner similar to a live retail pharmacy setting [Item 3.3.g (3)(4)]			
m. Advisory Committee reestablished [item 1.2.a]			
			VOTED ON NEW MATH ENTRANCE EXAM: ALL YES VOTED ON STRATEGIC PLAN ALL YES

			<p>VOTED ON NEW TEXTBOOKS ALL YES</p> <p>Ken asked what other schools offer Pharm Tech training: Abrams, SJVC, This opened up discussion on the quality of training MJC offers</p> <p>Insurance Claims Suggestion made by Ken, is to have techs know how to troubleshoot: transmit a claim, when you get a rejected claim, what and how do you respond? These sort of troubleshooting scenarios. Students should know to ask... "I know I need to Fax the doctor" how do I do that here at your pharmacy.</p> <p>I would complement you for having this program at the community college. It's not fair for students to get in debt.</p> <p>I have seen some pretty high quality students come out of this program</p> <p>Ken: Hired graduate Jessica ? And now looking forward to having Holly on board</p>
n. Proposed changes for 2018	Cassi Prosper and Amber Bargas		Directors to set course content and to incorporate a process for faculty of didactic and simulated modules to collaborate on curriculum for continuity and student success
1. New text books-See desk copies - COVERED			
2. Program revisions- [item 3.2.h(1)] See attached 2018 calendar - SHARED			
3. Possibility of becoming a Pearson Vue testing site (PTCB etc.) [item 1.6.e] – ANNOUNCED PLAN TO			
IV. REPORTS -			
▪ Status of Students (2017)	Cassi Prosper and Amber Bargas		
V. OLD BUSINESS – N/A			
VII. OPEN FORUM – Completion Ceremony May 3			
VIII. ADJOURNMENT			

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