

**Advisory Committee Spring 2025 Minutes
Pharmacy Technician Program
Vernon College, Century City Center
Joe Chat Sumner Conference Room
Wednesday March 19th, 2025 12:00PM**

Members present:

Taylor Wilson – URHCS Pharmacy
Tom Ostovich – Workforce Solutions
Lorena Alvarez – URHCS Pharmacy
Gary Schultz – United Supermarket Pharmacy
Mandy Albers – Encompass Health Rehab Hospital
Carly Lemons – Trott's Drug

Vernon College Faculty/Staff

Katrina Gundling
Bettye Hutchins
Karen McClure
Delilah Fowler

Members not Present:

Amy Perry – URHCS Pharmacy
Brittany Giddings – URHCS Pharmacy
Coby Gardner – Walmart Pharmacy
Jessica Smith – Walgreens Kell West Parkway

Katrina Gundling began the meeting by welcoming the committee. Bettye Hutchins started introductions. On behalf Coby Gardner, Katrina Gundling stepped in to chair the meeting.

Old Business/Continuing Business..... Katrina Gundling

None

New BusinessKatrina Gundling

There was no old business listed on the agenda. Katrina Gundling continued to New Business.

Katrina Gundling reviewed the following program statistics with the committee. Katrina stated that there's not been much interest in the evening program. The committee discussed possibility changing back to a January start date with some courses in the summer to keep students involved. Katrina stated that there's been no problem with students interested in evening program, changing to the day program so they could attend.

❖ **Program statistics: Graduates (from previous year/semester), current majors, current enrollment**



- Program Statistics: Faculty member please insert information below
 - Graduates 2023-2024: 10 students (4 males, 6 females)
 - Majors Fall 2024-2025: 16 students, 10 female, 6 males
 - Enrollment Spring 2025: 12 students, 7 female, 5 males
 - Enrollment Summer 2025: Pending if we make for night program

After review of the program statistics, Katrina Gundling asked the committee for feedback or recommendations, hearing none she moved forward.

❖ **Local Demand**

Katrina Gundling asked the committee for discussion on local demand. Lorena Alvarez stated that she has many PRN variable openings all shifts, 1 PRN evening position and 1 Medication Reconciliation Tech fulltime. Katrina reviewed indeed, she reported that several data entry work from home positions are currently posted and available in Wichita Falls.

Katrina Gundling asked the committee for any further discussion on local demand hearing none she moved forward.

Katrina Gundling reviewed facilities, equipment and technology with the committee.

❖ **Evaluation of facilities, equipment, and technology. Recommendation for acquisition of new equipment and technology.**

Katrina Gundling stated that the program purchased a new automated dispensing cabinet with funds from Perkins. The new machine from Touch Point is p and running, the students are currently utilizing the cabinet for Lab. She purchased a new thermal printer for labeling prescriptions MILT4. The software on the MILT4 will never age out making it an invaluable product. Mandy Albers commented how much the students have benefited from all of the technology updates since she attended the program.

Katrina Gundling asked the committee for discussion or recommendations, hearing none she moved forward.

Katrina Gundling reviewed external learning experience, employment and placement opportunities.

❖ **External learning experiences, employment, and placement opportunities**

Katrina stated that members are welcome to use the job board as well as contacting her directly for students to hire. Katrina explained the table below, affirming most students were placed in pharmacy jobs. Some exceptions were New moms not going into the workforce immediately and 1 person with health issues.

Faculty: “Vernon College offers a job board on the website. Businesses can contact Bettye Hutchins, Dean of Instructional Services, bhutchins@vernoncollege.edu, to add jobs or you can post yourself.

| Program | 2022-23 | | | 2023-24 | | | 2-Year Average | | |
|--|---------|-----|-----|---------|-----|-----|----------------|-----|----|
| | Plc | Cmp | % | Plc | Cmp | % | Plc | Cmp | % |
| 51080500-Pharmacy Technician/Assistant | 8 | 9 | 89% | 6 | 10 | 60% | 14 | 19 | 74 |

Katrina Gundling asked the committee for discussion, hearing none she moved forward.

Katrina Gundling, reviewed professional development of faculty.

❖ **Professional development of faculty and recommendations**

Katrina Gundling stated that she will be attending the Texas Society of Health Systems Pharmacists convention in Irving, TX in April. She will be attending the PTEC Education Council in Columbus, OH in July. Katrina is on the newly created leadership team as well as several committees in PTEC.

Katrina Gundling asked the committee for any recommendations, hearing none, she moved forward.

Katrina Gundling reviewed the promotion and publicity of the pharmacy program.

❖ **Promotion and publicity (recruiting) about the program to the community and to business and industry**

Bettye Hutchins reported the allied health brochures and new flyers used by recruiting will be complete towards the end of spring. Previously and currently pushing underrepresented genders in all CTE programs. There is information about the program posted regularly on the New Billboard on Maplewood. VC has partnered with MSU, directed by Sarah Long, to participate in an AHEC Next Gen Healthcare Tour in March 21st encompassing 10 counties schools' districts with 200 hopeful students planning to attend. Kristin Harris has assembled an Allied Health Fair for March 26th at Vernon College, Century City Campus including vendors from; United Regional Healthcare System, Correctional Health, Electra Hospital, Clinics of North Texas, North Texas State Hospitals, Hospice of Wichita Falls, Red River Hospital and Angels of Care.

Katrina Gundling asked for any further discussion or recommendations, no commits were made.

Katrina Gundling moved to serving students from special populations.

❖ **Serving students from special populations:**

Katrina stated that she informs her students about the "New Beginnings Program" for students who qualify to receive transportation, childcare, and/or textbook assistance. Katrina elaborated on the individuals who meet the criteria, qualify for the services offered by the Vernon College Proactive Assistance for Student Services (PASS) department. Includes but not limited to quiet testing, longer testing times, interpreters, and special required equipment. Perkins funding is aiding students to help break down barriers such as uniforms, supplies and equipment costs per semester. Peer to Peer mentoring, tutoring (online and in person), resume building, student success series, and counseling are other options/services available to students.

1. Special populations new definitions:
 - a. Individuals with disabilities;
 - b. Individuals from economically disadvantaged families, including low-income youth and adults;
 - c. Individuals preparing for non-traditional fields; male/female ratio
 - d. Single parents, including single pregnant women;
 - e. Out-of-workforce individuals;
 - f. English learners;
 - g. Homeless individuals described in section 725 of the McKinney-Vento Homeless Assistance Act (42 U.S.C. 11434a);
 - h. Youth who are in, or have aged out of, the foster care system; and
 - i. Youth with a parent who—
 - i. is a member of the armed forces (as such term is defined in section 101(a)(4) of title 10, United States Code);
 - ii. is on active duty (as such term is defined in section 101(d)(1) of such title).

Katrina Gundling asked for any discussion, hearing none she moved forward.

Katrina Gundling gave details and discussion on the Pharmacy Technician Program Strategic Plan.

❖ Suggestions for Strategic Plan (Current Strategic Plan below)

Katrina Gundling stated that we have very specific goals recommended by our accrediting agency. She stated that these goals have not changed with pass rate and placement staying the same as last discussed. Katrina stated that the new curriculum is going well. She asked the committee for recommendations to have better results on the graduate surveys. Employer survey are being responded to much better than graduate surveys. Katrina reported the male numbers have increased exponentially the last 2 cohorts.

Katrina Gundling asked the committee for any further discussion or recommendations, hearing none she moved forward.

Pharmacy Technician Strategic Plan (Tentative)

Vernon College Mission

The Philosophy, Vision, Values, and Mission permeates all facets of Vernon College. They are annually reviewed and updated as needed by the College Effectiveness Committee prior to being presented to the Board of Trustees for review and adoption.

Philosophy

Vernon College is a constantly evolving institution, dedicated primarily to effective teaching and regional enhancement. With this dedication to teaching and to the community, the College encourages open inquiry, personal and social responsibility, critical thinking, and life-long learning for students, faculty, and other individuals within its service area. The College takes as its guiding educational principle the proposition that, insofar as available resources permit, instruction should be adapted to student needs. This principle requires both flexibility in instructional strategies and maintenance of high academic standards. Strong programs of assessment and accountability complement this educational principle. VC accepts the charge of providing a college atmosphere free of bias, in which students can exercise initiative and personal judgment, leading to a greater awareness of personal self-worth. It strives to provide every student with opportunities to develop the tools necessary to become a contributing, productive member of society.

Vision

Vernon College will promote a culture of success for our students and communities through learner-centered quality instructional programs and exemplary services.

Values

Our values define who we are and guide us in conducting our business every day. Our values are our morals – what are important to us at our college.

Vernon College promotes a culture of success through our shared values and commitment to:

Accessibility
Accountability
Building Relationships
Diversity
Inclusion
Innovation
Leadership
Quality
Student Success
Teamwork

Advisory Committee Spring 2024 Agenda
Pharmacy Technician
– Vernon College, Century City Center, Room 2309

Vernon College Mission 2022-2026

The mission of Vernon College is teaching, learning and leading. Vernon College is a comprehensive community college that integrates education with opportunity through our instructional programs and student support services by means of traditional and distance learning modes. Therefore, to fulfill its mission, the College will provide access, within its available resources, to:

- Career technical/workforce programs up to two years in length leading to associate degrees or certificates;
- Career technical/workforce programs leading directly to employment in semi-skilled and skilled occupations;
- Freshman and sophomore courses in arts and sciences, including the new core and field of study curricula leading to associate and baccalaureate degrees;
- Ongoing adult education programs for occupational upgrading or personal enrichment;
- Compensatory education programs designed to fulfill the commitment of an admissions policy allowing the enrollment of disadvantaged students;
- A continuing program of counseling and guidance designed to assist students in achieving their individual educational goals;
- Career technical/workforce development programs designed to meet local and statewide needs;
- Support services for educational programs and college-related activities;
- Adult literacy and other basic skills programs for adults; and
- Other programs as may be prescribed by the Texas Higher Education Coordinating Board, such as 60x30TX or local governing boards in the best interest of postsecondary education in Texas.

Pharmacy Technician Program Strategic Plan

Updated: July 2024

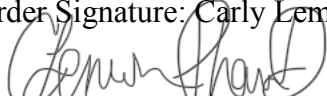
| Goal/Objectives | Plan/Strategies | Who | Schedule | Current Progress | Completion |
|--|--|--|-------------------|--|--------------|
| Obtain/Maintain 75% Pass Rate on PTCE | Continue to update curriculum to stay current with new standards and trends | Program Coordinator and Instructors | Continuous | Class of 2024 = 80% Pass rate | Never |
| Obtain/Maintain 85% Placement Rate | Work with pharmacies in the area to post job openings | Program Coordinator | Continuous | Class of 2024- 70% placement rate | Never |

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| Obtain/Maintain graduation/completion rate at 80% | Work individually with students making a student plan during advisement and during program, giving minimum requirements to be successful in the program | Program Coordinator and Instructors | Continuous | Class of 2023-64% completion rate | Never |
| Improve response rate on graduate surveys | Ask employers to encourage recent graduates to complete the survey | Program Coordinator and Advisory Board Members | Continuous | Only 1 response, resending survey monthly to get more results | Never |
| Increase Recruiting efforts for male students, to obtain 20% population | Work with the recruiting department and getting suggestions from advisory board on how to recruit more of the male population into our program. | Program Coordinator and Vernon College Recruitment | Continuous | Class of 2024 – We had 37% enrollment of male students | Never |
| Community Involvement | Activities that students may participate in: career fairs, pharmacy site visits, Preview Day, community service projects Activities that pharmacist and pharmacy staff can participate in: career fairs, site visits, speaking engagements | Program Coordinator, Instructors and Advisory Board Members | Continuous | Speakers for drug diversion, MTM, prescription errors, vaccinations URHCS gave out program information during job fair | Never |
| Offering dual credit courses to local high schools using TEAMS video conferencing or another format | Begin offering 2 entry level courses to the area high schools that can be used if they choose to enter the program. Introduction to Pharmacy and Drug Classification | Program Coordinator | 1 to 5 years | Currently in process of notifying counselors to gauge interest | Implemented for Fall 2022, have not had any students so far, re-evaluate each semester |
| Assessing new curriculum for PHRA 1301 – Intro to Pharmacy and PHRA 1209 – Pharmaceutical Mathematics | New curriculum implemented for 2022-2023, reviewing completion rates, satisfaction surveys to be sure that curriculum adequate to meet and maintain program outcomes | Program Coordinator and Instructors | 1 to 2 years | Processing data from End of Semester Review, student surveys, Course surveys and pass rate | End of 2022-2023 school year process data to ensure curriculum change effective |
| Evaluate and Implement new program outcomes and goals thru the ASHP/ACPE Accreditation Council for | The program outcomes and goals were introduced in January 2019 and we have been ensuring that they are covered in our program, mapping out each goal and must be updated each time we update curriculum and each semester | Program Coordinator | 1 to 10 years | To be implemented for 2019-20 school year and continuously monitored | When new ASHP standards will be issued or updated |

| | | | | | |
|---|---|--|---------------|--|---|
| Pharmacy Technician Programs | after outcomes for program are measured to ensure each standard met and taught | | | | |
| Moving the night program to online or mostly online only meeting face to face for lab component | Making the night program classes online or hybrid, allowing students to customize their lab schedule | Program Coordinator and Instructors | 1 to 10 years | To be implemented for 2023-24 school year and continuously monitored (did not have a cohort for 2022-23 school year) | When new ASHP standards will be issued or updated |
| Work with Advisory Committee to explore ideas to increase number of graduates | Advisory Board meetings (Fall and Spring) discuss current enrollment and recruitment, continually ask for suggestions | Program Coordinator and Advisory Board members | Continuous | Most recent recommendation is to use program materials to be given during job fairs | Implemented 2022-23 school year to be done every year |
| Obtain new automated dispensing cabinet | Submitting proposal for the new automated dispensing cabinet, to be purchased in September 2024 | Program Coordinator | 1 year | Waiting for approval of Perkins grant | Fall 2024, not later than Spring 2025 |

❖ Adjourn

Katrina Gundling hearing no other discussion, suggestions or recommendation moved to adjourn the meeting at 12:42 PM.

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| Recorder Signature: Carly Lemons  | Date 4/4/25 | Next Meeting: Fall 2025 |
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