

Advisory Committee Spring 2026 Meeting Minutes

Pharmacy Technician Program

Vernon College, Century City Center, Room 2309

Wednesday April 15th, 2026 12:00PM

Members present:

Taylor Wilson – URHCS Pharmacy
Tom Ostovich – Workforce Solutions
Brittany Giddings – URHCS Pharmacy
Amy Perry – URHCS Pharmacy
Jessica Scott – Walmart Greenbriar Pharmacy
Mandy Albers – Encompass Health Rehab Hospital
Carly Lemons – Trott's Drug

Vernon College Faculty/Staff

Katrina Gundling
Bettye Hutchins
Zachary Nguyen-Moore
Karen McClure

Members not Present:

Lorena Alvarez – URHCS Pharmacy
Coby Gardner – Walmart Pharmacy
Jessica Smith – Walgreens Kell West Parkway
Gary Schultz – United Supermarket Pharmacy

Katrina Gundling began the meeting by welcoming the committee. Bettye Hutchins started introductions. On behalf Gary Schultz, Carly Lemons stepped in to chair the meeting.

There was no old business listed on the agenda. Carly Lemons continued to New Business.

Carly Lemons asked the faculty member, Katrina Gundling, to review the program statistics with the committee.

Katrina Gundling reviewed the following program statistics. Katrina stated that there has been lots of interest in the evening program. Changing the start date to June 1st, presently 11 students have turned in applications.

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

Program Statistics: Faculty member please insert information below

- Graduates Spring 2025: 12 students, 8 female, 4 males
- Enrollment Spring 2026: 10 students, 6 female, 4 males
- Enrollment Summer 2026: Pending if we make for night program (7 to 10 potential)

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

Local Demand

Carly Lemons asked the committee for discussion on local demand. Amy Perry from United Regional stated that there are always PRN positions open and they can't guarantee full-time, but they are

receiving full-time hours as of now. Committee stated that there are jobs posted at CVS, Walgreens, Walmart and Market Street as well.

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

Carly Lemons asked faculty, Katrina Gundling, to review 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 new automated dispensing cabinet has been working well for the student interaction. She does not see any purchases for equipment or technology for the 2026-2027 academic year. The committee agreed with Katrina's suggestions.

Carly Lemons asked the committee for discussion or recommendations, hearing none she moved forward.

Carly Lemons asked the faculty member, Katrina Gundling, to review the 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 stated that currently, we have 2 students who were hired for this semester. We lost 2 clinical sites, Kell West and Park Plaza. We have not received the data from CBM report for last year, but my records show we have 70% job placement from our graduates last year.

Carly Lemons asked the committee for discussion, hearing none she moved forward.

Carly Lemons asked the faculty member, Katrina Gundling, to review 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 annual seminar in Galveston, TX on April 24th. She will be attending the PTEC Education Council in San Antonio, TX in July. Katrina is on several committees in PTEC.

Carly Lemons asked the committee for any recommendations, hearing none, she moved forward.

Carly Lemons asked the faculty member, Katrina Gundling, to review 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 showed off the new allied health brochures that will be used by recruiting. The committee loved the new format. Previously and currently urging the underrepresented genders in all CTE programs. Kristin Harris has assembled an Allied Health Fair in March 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. VC has partnered with MSU, directed by Sarah Long, to participate in AHEC Next Gen Healthcare Tour on March 10st encompassing 8 counties schools' districts with 170 hopeful students planning to attend.

Carly Lemons asked for any further discussion or recommendations, no commits were made.

Carly Lemons moved to serving students from special populations. Carly asked the faculty member, Katrina Gundling, to review serving students from special populations.

❖ **Serving students from special populations**

Katrina elaborated on the individuals who meet said 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. Katrina stated that she informs her students about the "New Beginnings Program" for students who qualify to receive transportation, childcare, and/or textbook assistance. Perkins's funding aids students to help break down barriers such as uniforms, supplies and equipment costs per semester. Bettye Hutchins specified that Michelle Alexander helps with emergency funding when possible and the students can pick up food once a week for the food pantry.

Carly Lemons asked for any discussion, hearing none she moved forward.

Carly Lemons asked faculty member, Katrina Gundling, to give details and discussion on the Pharmacy Technician Program Strategic Plan.

❖ **Suggestions for Strategic Plan (Current Strategic Plan below)**

Katrina Gundling stated that this will be the last strategic plan for the pharmacy technician program. The accreditation agency ASHP/ACPE (American Society of Health System Pharmacists/Accreditation Council for Pharmacy Education) has removed the strategic plan from the accreditation process. The plan approved last fall is the one the program will continue to follow; the program does not want to lower its standards which are in place now. Katrina reported for the summer program there are 5 males registered so far increasing our unrepresented gender.

Vernon College Mission 2024-2028

Philosophy

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

Values

VERNON COLLEGE VALUES: 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

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

Mission

VERNON COLLEGE MISSION 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 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: October 2026

| 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 2025 - 91% Pass rate | Never |
| Obtain/Maintain 85% Placement Rate | Work with pharmacies in the area to post job openings | Program Coordinator | Continuous | Class of 2024- 80% placement rate | Never |
| 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 2025- 83% 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 | Ongoing, in the process of evaluating graduates for current class | 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 2025 – We had 33% 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 | 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 |
| Evaluate program outcomes and goals thru the ASHP/ACPE Accreditation Council for | The program outcomes and goals were introduced in January 2019. We had our 6-year onsite survey 2023 and | Program Coordinator | 1 to 10 years | Continuous monitoring and preparing for 3 year update in 2026. | When new ASHP standards will be issued or updated |

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| Pharmacy Technician Programs | was approved in Summer 2024 for 3 years. | | | | |
| 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 2025-26 school year and continuously monitored (did not have a cohort for 2024-25 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 | To be done every year |

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

❖ Adjourn

Carly Lemons hearing no other discussion, suggestions or recommendation moved to adjourn the meeting at 12:52 PM.

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| Recorder Signature: Carly Lemons <i>Carly Lemons, PharmD</i> | Date 4/24/2026 | Next Meeting: Fall 2026 |
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