

**Pharmacy Tech Advisory Committee**

**Meeting Agenda**

**Date: Tuesday, February 3, 2015**

**Time: 6:00 p.m.**

**Meeting Location: Clark College at WSU-V, Room 102**

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| **Agenda Item** | **Expected Outcome** | **Time** |
| 1. Call Meeting to Order – Committee Chair | N/A |  |
| 1. Welcome and Introductions – Committee Chair | New members/guests introduced | 5 min. |
| 1. Approval of Minutes from Last Meeting – Chair  * **September 30, 2014** | Corrections indicated and/or approval of minutes as written. | 5 min. |
| 1. Office of Instruction Updates- Advisory Committee Business-  * **Committee roster/Show of hands-parking pass** * **Advisory Committee Recognition event – Weds., March 18, 2015, 7:30 a.m. – 9:00 a.m. Regional economist Scott Bailey will be guest speaker** |  | 5 min. |
| 1. Director/division chair Report  * **Crosswalk update** |  | 15 min. |
| 1. Work Plan-Committee Chair and Program Director/Division Chair  * **Vision statement** * **Online course offerings** | Implement strategies as outlined in work plan. If necessary, identify work groups. | 35 min. |
| 1. Old Business-Follow-up- Committee Chair  * **Pyxis machine integration/Interdisciplinary Ed.** * **Curriculum revision timeline** * **Curricular review/changes** * **HeW Grant update, Trisha Haakonstad** |  | 20 min. |
| 1. New Business  * **PTEC conference 2015** * **Committee Bylaws review** | New business items are addressed by the committee. | 20 min. |
| 1. Summary of follow-up action items – Committee Chair | Summary of follow-up actions communicated to the committee. | 5 min. |
| 1. Establish next meeting date and adjournment – Committee Chair | Meeting date established. | 5 min. |