

Agenda Pharmacy Technician Advisory Committee

Date: Nov 6, 2025

Time: 6:30pm-7:30pm

Place: William Race Building, 3rd Floor, Conference Room # 4061 Santa Rosa Campus or Zoom

<https://santarosa-edu.zoom.us/j/84286943612?from=addon>

Meeting ID: 842 8694 3612

List:

Members in Attendance:

Members Attending as Proxy:

Members Absence:

Invited Guest:

Faculty, Staff and Administrators in Attendance:

Was there a quorum: Yes or No

1. Call to Order:
2. Welcome/Introductions:
 - Introductions: Name, Title, and Organization.
3. Approval of Minutes of Last Meeting - Previous minutes from 05/8/2025.
4. Announcements:
 - Strong Workforce Grant & CTEA/ equipment update-
Unit dose Machine is up and running. Pyxis is almost ready.
 - PTCB Pass Rates
*We will only get results if three or more individuals associate and take the exam.
5. Public Comments:
6. Unfinished Business:

ASHP Accreditation preparation committee update

Recap short term goal to prepare for ASHP accreditation submission in December of 2025

Increase current enrollment by 50% (from 16 to 20 student graduates).

Long term goal is to get enrollment to 40 to 50 student average per semester.
7. New Business/Discussion:
 - In progress transitioning to Zero textbook cost for students.

Supplies- Looking for additional funding or donations for single use items (Syringes, needles, vials, and IV bags and tubing)

Received miscellaneous supplies (for the hospital course)from Memorial, Sutter, and Kaiser facilities (Thank you!)

Donations status- Looking into donations opportunities

- Discuss current status of students.

16 students (taking all five courses) and are doing externships sites- CVS, Kaiser San Rafael, Safeway, Walgreens

Establishing a new strategy for hospital rotation

Department/Program Updates: Offering the math course in the spring

- Enrollment: PHT102 @22, PHT103@22, PHT150@22, PHT152@17, PHT154A@16
- Marketing- High School Counselor conference tabling, Shadow Day
- Working with MESA program to create a collaboration with pharmacy students

9. Action Items:

ASHP accreditation preparation

10. Next Steps/Comments/Wrap Up: The next Pharmacy Technician Advisory Committee meeting will be held on 04/02/2026 or 05/07/2026, Thursday at 6:30pm

11. Adjournment: