

Agenda Pharmacy Technician Advisory Committee

Date: May 7, 2026

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/89087418218>

Meeting ID: 890 8741 8218

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 11/6/2025.
4. Announcements:
 - Strong Workforce Grant & CTEA/ equipment update
 - Pyxis Server is down
 - SWF Core indicators
 - PTCB Pass Rates
 - 2026 has no results
 - *We will only get results if three or more individuals associate and take the exam.
 - Pharmacy Clerk Certificate (Non-Credit)
 - PHT102, PHT 103 and PHT 152
5. Public Comments:
6. Unfinished Business:

ASHP Accreditation preparation committee update (SWF)

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. Requested a new set of books as new PTCB standards have come out.

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

Received miscellaneous supplies: Kaiser facilities (Thank you!)

Donations status- Looking into donations opportunities through the foundation via Case study

- Discuss current status of students.

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

Establishing a new strategy for hospital rotation, current issue

Department/Program Updates: Offering the Pharmacology course in the Fall

- Enrollment: PHT103@18, PHT150@23, PHT154B@15, PHT156@14, PHT157@14, PHT157L@14

9. Action Items:

ASHP accreditation preparation

10. Next Steps/Comments/Wrap Up: The next Pharmacy Technician Advisory Committee meeting will be held on 11/04/2026 Thursday at 6:30pm

11. Adjournment: