

1 KALAMAZOO VALLEY COMMUNITY COLLEGE
2 MAT ADVISORY COMMITTEE
3 Minutes of the December 5, 2013 Meeting
4 6:00 p.m.
5 Room 7334
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7 The meeting was called to order by Mary Dey, CMA-AC (AAMA) at 6:15 p.m.
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9 Attendance:

10 Ken Brink (public member)
11 Michael Ku, DO – medical advisor
12 Cindy Lee, CPC – employer
13 Colleen Rexin, CPC –faculty
14 Kathy St uut, CMA-A (AAMA) – faculty
15 Jill Vroegindewey, CMA (AAMA) – employer
16 Cindy Welch, CMA-AC (AAMA) – employer
17 Mary Dey, CMA-AC (AAMA) – program director
18 LaSonda Wells, KVCC Counseling

19 Due to the meeting being held on a class night, no student representatives were available.
20

21 Absent:

22 Jackie Angel, CMA (AAMA) –former employer
23 Rusty Dowling, CMA (AAMA) – former faculty
24 Lori Haley, CMA (AAMA) – faculty
25 Kathy Higashi, CMA (AAMA) – externship site
26 Patti Hostetler, CPC – faculty
27 Sarah Noonan, CMA (AAMA) – faculty
28 Kim Terpstra, CMA (AAMA), CPC – externship site
29 Jim Taylor, Dean of Health and Public Services
30 Dawn Warner (graduate)
31 Jillian Smalley (graduate)
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33 Minutes of the April 10, 2013 meeting – approved as amended (misspelling of LaSonda and
34 Vroegindewey).
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36 Report of the Program Director:

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- 38 • Practicum evaluations of graduates from externship sites were reviewed and discussed. It was
39 noted that, for the most part, a large number of the administrative skill areas are not being
40 completed at sites. PD Dey indicated that the practicum students final grades are assessed
41 based on the number of skills they are able to complete on site and also on a paper they
42 complete indicating that they had discussed with staff at the site how other tasks are handled
43 and why the site chooses to handle things in that manner. Grade for that part of the course is
44 figured accordingly so that students are not penalized because a certain task is not available to
45 them at that particular site (eg venipuncture). Discussion was also held about the type of sites
46 used for our students and how we attempt to assure that a variety of skills are offered at those
47 sites.
 - 48 • Graduate surveys for medical assistants and employer surveys were reviewed and discussed.
Committee members commented that the majority of the graduate surveys were positive and

49 indicate that the program is achieving its goals. We are still awaiting receipt of more employer
50 surveys. At our next meeting, these will be discussed.

- 51 • Of the seventeen 2013 graduates, 10 took and passed the CMA (AAMA) examination.
- 52 • In 2013 calendar year, twelve people took the CMA exam and passed (grads from 2009 and
53 2012). Data was reviewed indicating KVCC graduates continue to achieve much higher scores
54 than the cut score required by the Certifying Board of AAMA.

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56 Unfinished Business:

- 57 • The HIT program has been put back into consideration through the capital budget process.
58 Mary Dey, Colleen Rexin and Patti Hostetler put together a list of suggested classes for an
59 accredited associate level HIT program. Dean Taylor has put this proposal forward again.
- 60 • Because of this, changes to the coding program have been put on hold.
- 61 • Simulation center update: PD Dey was notified a week ago by VP Dennis Bertch that MAT will
62 not be moving to the center downtown. Capital budget improvements for renovating space on
63 the Texas campus have been submitted. We estimate around \$25,000 would bring current (or
64 other space) into compliance with our needs. Much discussion held relating to the reason(s) for
65 this decision. Advisory members asked who they could submit letters to encouraging the
66 college to reconsider this decision; PD Dey indicated Mike Collins, Marilyn Schlack and Dennis
67 Bertch with copies to Jim Taylor would be the appropriate persons to contact should any of the
68 advisory committee members be so inclined.

69
70 New Business:

- 71 • Ms. Wells informed the group that there is money available to KVCC students to help them with
72 the financial end of getting their certifications. She passed out flyers from MI Works; these will
73 be distributed to the students at the appropriate time.
- 74 • Ms. Dey asked if there was anything new happening in the workplace that we should be aware
75 of for potential changes to the program. Other than the CSM requirements for credentialing of
76 persons entering orders in the medical record, the only other item mentioned was the imminent
77 ICD-10 implementation in October 2014.

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79 Patti Hostetler arrived at 7:30 p.m. after her class.

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81 The meeting was adjourned at 7:40 p.m.

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83 Kathy Stuu, CMA-A (AAMA)
84 Secretary Pro Tem

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