

1 KALAMAZOO VALLEY COMMUNITY COLLEGE
2 MAT ADVISORY COMMITTEE
3 Minutes of the December 10, 2014 Meeting
4 6:00 p.m.
5 Room 4370
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8 The meeting was called to order by Mary Dey, CMA-AC (AAMA) at 6:10 p.m.
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10 Attendance:

11 Mary Dey, CMA-AC (AAMA) – MAT Program Director
12 LaShonda Wells -- KVCC Counseling
13 Lori Haley, CMA (AAMA) – faculty
14 Rusty Dowling, CMA (AAMA) – former Faculty
15 Patti Hostetler, CPC – faculty
16 Cindy Lee, CPC-- employer
17 Sarah Noonan, CMA (AAMA) - faculty
18 Kathy Stuut, CMA-A (AAMA) –faculty - Arrived after work
19 Cindy Welch, CMA-AC (AAMA) – employer
20 Lindsey Tomancik – student
21 Amanda Palik – externship student
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23 Absent:

24 Ken/Jean Brink – Public Members
25 Jim Taylor – Dean of Health and Public Services
26 Michael KU, DO – Medical Director
27 Kathy Higashi – graduate
28 Jill Vroegindewey, CMA (AAMA) – Employer
29 Jilliam Smalley, CMA (AAMA) – Graduate
30 Kim Terpstra, CMA (AAMA), CPC ---.
31 Dawn Warner
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33 Minutes of the April 22, 2014, meeting were approved as distributed. Explanation: 40th anniversary
34 reception being put off until the classroom/lab space has been upgraded/renovated.
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36 **Report of the Program Director:**

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- 38 • Graduate surveys and employer surveys (per CAAHEP requirements) were discussed, and will go
39 out at the end of the week. Suggestions from Lindsey and Amanda, to consider sending post
40 cards with postage and maybe that would encourage surveys to be returned. In an email
41 (because she couldn't attend this meeting) Jill also suggested using Survey Monkey.
 - 42 • AAMA Certification Exam results 2009-2013 were distributed and discussed. KVCC students
43 continue to receive higher scores than what is required by the Certifying Board of AAMA. In
44 2014, 80,000 students were eligible to sit for the exam.
 - 45 • Update on facility plans – the plans for the new facility were reviewed, and the blueprint
46 available for review by committee members. The current plan is to hold the reception to
47 celebrate our 40 year anniversary of accreditation of the program when the new facility
renovation has been completed..

- 48 • Discussion regarding replacing committee members who are no longer able to attend. For our
49 public member(s), we are looking for people who are not in healthcare and not attached to
50 KVCC. Other members needed: employers, graduates. Cindy Welch has someone in mind and
51 will ask. The MAERB recommends have several people of each type member to assure we have
52 input from all the communities of interest at each meeting.
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54 **Unfinished Business:**

- 55 • Discontinuation of the coding program was approved by Course and Curriculum Committee and
56 also by the Academic Leadership Council. The last two coding students will be completing
57 externship in the winter semester.
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59 **New Business:**

- 60 • Discussion regarding new products or services out there that the committee feels should be
61 incorporated into the program:
62 ○ Among the suggestions to be included are meaningful use and scanning into EHR.
63 ○ Recommendation from current students that the Administrative Class be required to
64 wear “business casual” clothing, to better prepare them for the office.
65 • Everest Medical Assistant Program is currently “teaching out”, and will close in June.
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68 The meeting was adjourned at 7:30 p.m.
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71 Rusty K. Dowling, CMA (AAMA)
72 Secretary
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