

KALAMZOO VALLEY COMMUNITY COLLEGE
MAT ADVISORY COMMITTEE MEETING
AGENDA

November 18, 2015 6:00 pm
Room 7334

I. Attending:

Patti Hostetler, CPC - faculty
Cindy Lee, CPC - employer
Sarah Noonan, CMA (AAMA) - faculty
Kathy Stuut, CMA-A (AAMA) - faculty
Cindy Welch, CMA-AC (AAMA) - employer
Mary Dey, CMA-AC (AAMA) – program director
Jim Taylor – Dean of Health and Public Services
LaSonda Wells, KVCC Counseling
Amanda Palik – graduate
Jill Vroegindewey, CMA (AAMA)

Absent:

Rusty Dowling, CMA (AAMA) – sent regrets, no comments or suggestions
Lori Haley, CMA (AAMA) – faculty; class tonight
Michael Ku, DO – medical advisor – sent regrets, has another meeting; see email
Lindsey Tomancik, CMA – graduate
Ken/Jean Brink - public members
Kim Terpstra, CMA (AAMA), CPC
Donna Roberts – student – has class tonight
Annette Stewart – student – has class tonight

II. Minutes of the April 23, 2015 meeting – approved as distributed

III. Report of the Program Director

- a. Graduate surveys (for medical assistants); employer surveys (per CAAHEP requirements). Fourteen grad surveys were sent at the end of October. As of this date, 7 have been returned as well as one with a bad address. All of them showed positive cognitive, psychomotor and affective domain comments. Employer surveys will be sent within the next week or so. We have now connected with the person able to create Survey Monkey surveys at the college and she is in the process of creating that survey now.
- b. CMA exam takers – so far 10 August graduates have taken and passed the CMA exam. One December graduate (Amanda) also took and passed the exam.
- c. Competitive admissions – Health Careers recently received approval to institute competitive admissions for all health career programs. Applications will begin to be accepted April 1 through April 15 and will then be ranked by our admissions person (Kristen). Some discussion was held (Dean Taylor and LaSonda Wells) relating to the impact this may have on our admissions but, overall, the feeling of the committee is that this should give us stronger, better prepared students.

- d. Addition of prereqs - HCR 116 (Medical Terminology) and MATH 100 (Health Careers Math) – the addition of both of these courses to the certificate and the AAS degree programs was approved by Course and Curriculum and Academic Leadership Council. Again, the feeling is that this will give us stronger students and potentially limit retention issues related to those unable to pass the pharmacology math quiz and terminology/anatomy.
- e. A new EKG machine – approval was received through last years' capital budgeting process for a new EKG machine. Just this week, Dean Taylor sent out a message that we can get the machine ordered. This will be important when the respiratory department moves to the new campus in the fall and their EKG machines will not be available to us for use, leaving us with just 1 machine for 12 students in each lab.
- f. Need to replace members of the committee – any suggestions? There were none.

IV. Unfinished business

Update on facility plans – Capital expense budgeting

- We have asked Dan Maley to obtain a cost estimate for two things: (1) creation of building plans for the renovation and (2) a cost estimate for the total renovation. An email was received Tuesday from Mr. Maley and the architect indicating that the plans would cost approximately \$12,500. There was no figure attached to that email regarding renovation costs. Dean Taylor has been in contact with Mr. Maley regarding this cost estimate as capital budgeting requests should be forthcoming in the near future and we'll need this figure for submission in that process.

V. New business

- a. University Center – the college has created a University Center. The first partner in this endeavor is Davenport University. Dean Taylor and Ms. Wells discussed the impact this will have for our students in that they can complete a BA or BS degree at a discounted cost; their AAS degree must be completed here first. Davenport is offering five programs, one of which is Medical Case Management. A question was asked of Ms. Wells on whether they would accept all of the MAT program credits. She will be checking on this but believes that would be the case as they accept the AAS degree in total.
Dean Taylor indicated that discussions are ongoing with other colleges/universities to join this partnership. More information will be forthcoming as it becomes available.
- b. Any new products, services out there that we should know about/incorporate into our teaching?
 - One member brought up that she had heard about a potential new program, a medical scribe, being considered by the business department. Other members indicated that their facilities are using scribes in some departments to keep the providers documentation moving as they see upwards of 60 patients a day.
- c. Anything else? Nothing further was brought before the group.

Adjournment: 7:25 pm