

Spring 2024 Medical Assistant Advisory Committee Meeting

Meeting Date: Thursday, April 11, 2024

Meeting Time: 2:00pm

External Participants: 6

Nicole Thara – Talent Acquisition Professional – Northwestern Medical Regional

Kelly Collins – Director of Operations – Northwestern Medicine Regional Medical Group

Traci Wassner - Clinical Operations Coordinator RN, BSN

Grace Kemnitz – Kish 2023 Graduate, MA in Dermatology, CMA (AMT), AAS

Katherine Schoonhoven – CMA, (AAMA) AAS

Christine Carter – Rochelle Community Hospital

Internal Participants: 5

Jessica Berek – Dean of Instruction

Michele Roberts – Medical Assistant Program Coordinator, Instructor

Frances Whaley – Director of Library and Tutoring

Abigail Gould - Manager of Academic Advising & Transfer Services

Cindy Karasewski – Administrative Specialist I

- I. College Updates – Dr. Jessica Berek, Dean of Health Sciences
 - A. College costs to students for next academic year
 - i. Course fees and tuition: College has approved a variety of changes to reduce student costs, specifically regarding fees and variable tuition. The removal of course fees will be very helpful, especially for health science students.
 - B. Other financial supports for MA students
 - i. In addition to cost cutting measures, scholarships and PATH Grant are available to Medical Assistant students to support attendance.
 - C. Staffing Update
 - ii. Michele will be leaving the program. She will finish the spring semester. We will share updates with the Advisory Committee as they are available.

- II. Program Updates – Michele Roberts, Director
 - A. Current Enrollment and Externship Planning for Summer
 - i. Current enrollment is 3 students. We are looking into changing admissions procedures to help increase enrollment and ease the process for students.
 - ii. Students will be allowed to register for the classes in the fall if they have a 2.5 GPA and still meet the requirements of the math and English placement scores.

- iii. In planning for summer, four students will need a placement for their hours (one returning from last year).
 - 1. Kelly from NM offered to have the list sent to her, and she could send it out to various departments.
- B. Curriculum Changes & Planning for Fall 2024 enrollment
 - i. Overall changes focused on having the program be completed by students in 2 semesters (fall and spring) instead of 3.
 - ii. Revising Anatomy and Physiology to be focused on the MA program, hopefully for Fall 2024.
 - iii. Also considering some 8-week classes instead of 16-week courses so that the students can focus on one or 2 topics at a time instead of being spread too thin over 3 or 4 courses at a time.
 - iv. Kemnitz (2023 Kish Graduate) shared her thoughts and agreement on combining the courses and the curriculum changes. After going through the program and now working in the field, she sees the benefits it could offer.
- III. Partner Updates – all
 - A. Employment outlook
 - i. Collins (NM) - continue to have openings, not as many as previously, but still have openings.
 - ii. Thara (NM) – Dekalb slots have been harder to fill but we continue to recruit and see what we can find.
- IV. Additional questions or feedback?
 - A. Roberts - Held one information session. The next one is planned for April 16th; attendance has been good.