



Date: June 5, 2023
To: Dr. Laurie Borowicz
From: Barbara Leach
Re: SP23 Advisory Committee Minutes

Medical Assistant - Spring 2023 Advisory Meeting

Meeting Date: April 12, 2023 -- Time: 1:30pm - 2:15pm

External Participants: 2

Nicole Becker – Crusader Health

Katherine Schoonhoven –Vice President of Illinois Society of Medical Assistants

Internal Participants: 6

Dr. Jessica Berek – Dean of Instruction

Michele Roberts –Medical Assistant Program Coordinator, Instructor

Abigail Gould – Academic Advisor, Health Sciences

Francis Whaley – Director of Library and Tutoring

Leslie Ciaccio – Coordinator of Complementary Health Programs

Cindy Karasewski – Administrative Specialist 1

- I. College Updates – Dr. Jessica Berek, Dean of Health Sciences
 - Health Science area enrollment increase of 15%. The Path Grant is having an impact.
 - College’s strategic plan approved at end of fall semester and our Civility Statement was approved by the board last month: taking this as a guide and putting goals into action. Part of our goal setting is implementing Guided Pathways to help students find what they want to do and stay on track.
 - Working on securing more clinical sites to help meet the demand of number of applicants in the more acute areas.
 - Discussion - Digital Skills in the Workforce
 - Are you seeing any digital scale gaps in the new employees?
 - Employers stated there is not a digital skills gap issue but more issues in clear documentation and at times, a lack of professionalism. This can be seen in a variety of healthcare areas, not just medical assistants.

- Michele Roberts mentioned the current curriculum spends a good deal of time teaching how to write clear, concise plans so students have these skills moving forward.
 - PATH Grant for Fall 2023
 - For this year, Kish focused on short term programs like CNA and EMT – Basic.
 - Looking ahead to Fall 2023, it is likely to be renewed and hopefully for a longer term.
 - Looking for ways to incorporate all Health Sciences students but may not be full tuition waivers; more information to come.
- II. Program Updates – Michele Roberts**
- a. Fall 2022 cohort update
 - 10 students in in the fall, and all are currently maintaining a C or higher.
 - Externship sites in include a variety of specialties: Ortho, endocrine, general surgery as well as primary care.
 - Students will likely rotate to both their first and second specialty.
 - Tentative date for pinning: Thursday, August 3 at 5pm - All advisory members will be invited.
 - b. Application process for Fall 2023 cohort
 - April 21st is deadline to submit applications.
 - May 12th notifications will go out.
 - Holding information sessions monthly for prospective students.
- III. Partner Updates – all**
- a. Employment outlook
 - Both employers stated they have several openings and that it is taking some time to find qualified applicants out of the pool that apply.
 - Michele discussed Kish graduates will be certified RMA's when they graduate, and Nicole said RMAs tend to be more qualified.
 - Employers confirmed starting wages at their sites are between \$15.50 to \$16.25 for those starting right out of school with no experience.