



Medical Assistant Advisory Committee

Meeting Date: March 4, 2026

External:

Sarah Real - Practice Administrator, Sycamore Primary Care and Pediatrics

Alejandro Munoz – Recruiting and Training Lead, Greater Family Health

Amy Johnson – Manager, Clinical Practice, NM

Sophie McCartney - Clinical Operations Coordinator, NM Primary Care

Jay Sears – Lead Athletic Trainer, RMG Orthopedics

Anna Schmitt – OSF Healthcare, Program Specialist

Priyanka Bahel – Clinical Practice Nurse, NM

Internal:

Jessica Berek - Dean of Health Sciences, Interim Associate Vice President of Instruction

Angie Delmont - Associate Dean of Health Sciences, Director of Nursing

Terry Funston - Director of Curriculum and Program Development

Fernanda Kanashiro - Instructor and Coordinator of Medical Assistant Program

Laura Gregory - Employment & Job Placement Services Coordinator

Cindy Karasewski - Administrative Specialist I

- I. College Updates
 - A. Spring 2026 enrollment saw a decrease of around 1%.
 - B. Planning for next academic year
 - i. Proposing \$160 college tuition again for next year (no increase).
 - ii. Working on capital projects plan for updating areas of the college.
 - C. News from the College: All-in Tuition model received national recognition; Aspen Prize Finalist.
- II. Program Updates
 - A. Class of Spring 2026
 - i. All 12 students from fall have remained in program.
 - ii. Students have been working on skills training including injections, phlebotomy, and medical office procedures.
 - B. Externship Planning
 - i. 160 hours total, 4-5 weeks, 40 hours each week, start and end times set by each site.
 - ii. Dates: April 13 – May 8, 2026 (could also utilize May 11-15, if needed).
 - C. Class of 2027
 - i. Starting to recruit for next cohort; information sessions will be held on campus March 19 and April 1.
- III. Partner Updates

- A. Employment outlook remains strong; competitive field but many openings, high turnover between shifts, hospitals, etc. allows for opportunities to join the field.
 - B. Munoz, Greater Family Health, highlighted the ongoing challenge of hiring strong medical assistants and patient care techs due to competition from larger systems.
 - C. McCartney, NM Primary Care, shared positive experiences with students from prior class.
- IV. Additional questions or feedback?
- A. Munoz, Greater Family Health, inquired about potential clinical placements and discussed specific requirements for hosting externs, including background checks, vaccinations, and limited hands-on procedures due to Joint Commission restrictions. Kanashiro will follow up directly with Munoz.