Committee: **Medical Assistant Advisory Committee Meeting**

Date: **Wednesday, March 2nd, 2022**

Time: **5:30-7:00pm**

Location: **Zoom Online**

The Meeting Agenda integrates the discussion topics with the Academic Plan. Please use the Work Plan boxes on the right hand side to take notes and record any assigned actions that arise from the meeting.

**Work Plan Action Items**

Item:

Action: Clark College Advising/Enrollment met with students there and awaiting final numbers for students who have applied for fall cohort start.

Item:

Action: Working with advising to offer some exceptions to incomplete foundational (prerequisite ) courses to allow them entry.

Item: Can now offer associate degree paths to 60 more students per year.

Action: Advising will begin offering this as an option for all students.

Item: Appreciate all the letters from community partners. Now we need students from you 😊

Action: Position will be posted for a full-time temporary medical assisting instructor.

Item:

Action:



## Meeting Guidelines!

* The meeting is run by the committee Chair or Vice Chair
* The meeting will be more effective if the committee is engaged and participates in discussion
* Motions must be proposed, seconded and voted on: you can vote in favor, oppose or abstain.
* Please respect the schedules of members and keep to time