

HEALTH INFORMATION TECHNOLOGY DEPARTMENT

HIT/MICB Faculty Meeting
September 25, 2023
2:00 – 3:00 pm

Faculty	Present	Absent	Excused
Susan Foster	√		
Elizabeth Whitmer	√		
Sharon Fitzgerald	√		
Rachael DAndrea		√	

A. Discussion:

Spring course assignments were discussed. Faculty was reminded of assignment due date changes. All Simple Syllabi for fall have been updated and approved. Faculty was reminded to review the syllabus for each of their respective courses.

Action:

1. Faculty are to ensure their courses are ready for the beginning of class.

B. Discussion:

AHIMA RHIT 3rd Qtr Exam Report was discussed. We had three graduates who identified themselves and one who did not that graduated 2022 who tested and passed. We had another graduate from 2021 who tested and passed. Overall, we have a 100% pass rate for first time test takers. We scored above national average on all domains except domain four.

Action:

1. We will review courses which cover domain four as part of our curriculum updates and make revisions as needed.

C. Discussion:

All course objectives for all the HIT courses have been submitted to Curriculum Committee for approval. Any new or revised courses are due to Curriculum Committee by 1/8/24.

Action:

1. Dr. Foster will attend the Curriculum Committee meeting requesting approval.

D. Discussion:

The Inaugural HIT Pinning Ceremony was discussed. Our pins arrived and we are working on scheduling.

Action:

1. Nothing at this time.

E. Discussion:

Dr. Foster has been asked to head up the development of a new allied health program, Medical Assisting Advanced, AS and Medical Assisting Specialist, CCC to be taught at our Charlotte Campus. Dr. Foster will be working with other SoPH Program Directors on this project. Dr. Foster was asked to take the role of Program Director once the program was developed and approved.

Action:

1. Nothing further at this time.

F. Discussion:

CAHIIM Standards review was submitted 9/1/23 and we are awaiting a response from the CAHIIM reviewers.

Action:

1. Nothing further at this time.

The meeting adjourned at 3:00 pm.

Respectfully submitted by:
Susan L Foster,
HIT/MICB Program Director