

HEALTH INFORMATION TECHNOLOGY DEPARTMENT

HIT/MICB Faculty Meeting
October 23, 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. Nothing further at this time.

B. Discussion:

The Curriculum Committee approved all the course objective changes. The new and revised courses were discussed. Faculty was asked for input.

Action:

1. Nothing further at this time.

C. Discussion:

HIT Pinning Ceremony date was discussed. The dates of 12/13 or 12/14 were discussed. We will have an evening ceremony but we need to wait until all grades are posted before having the ceremony.

Action:

1. Dr. Foster will send out an invite with the chosen date.

D. Discussion:

Faculty discussed the new medical assisting program. Dr. Foster shared that the AS program would include three HIM courses during the last semester. There will be potential for additional faculty to teach these courses.

Action:

1. Nothing at this time.

E. Discussion:

CAHIIM update. We are still awaiting a response from CAHIIM on our self-assessment. Dr. Foster with approval from Dr. Such, has made an application to CAHIIM for our program to be part of the FEM Demonstration Program. The virtual site visit for the current self-assessment will be in March 2024. Faculty will need to be present during the visit.

Action:

1. Nothing further at this time.

The meeting adjourned at 3:00 pm.

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