

## HEALTH INFORMATION TECHNOLOGY DEPARTMENT

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**HIT/MICB Faculty Meeting**  
**April 24, 2023**  
**2:00 – 3:00 pm**

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

**A. Discussion:**

The HIT Advisory Board Committee agenda was discussed. Meeting is scheduled for May 8<sup>th</sup> at 5:00 pm in room AA-177. All faculty are encouraged to attend.

**Action:**

1. Dr. Foster will prepare a presentation for the meeting. Elizabeth will be available to help set up the meeting room.

**B. Discussion:**

A Simple Syllabus update was provided. Currently the SoHP is working with administration on what will be required for our programs as many of us have proprietary assignments and instructional learning objectives that we do not feel would be advisable to share for everyone to access on the Internet. All of the HIT syllabi are being revised with new course objectives. These will need to be approved through Curriculum Committee.

**Action:**

1. As more information becomes available, we will have further discussion.

**C. Discussion:**

Proposed updates to the HIT and MICB program was shared. This is information that will be shared with the Advisory Committee for input and feedback. Student responses to a recent graduate survey was also discussed. (*See Graduate Survey Results.*)

**Action:**

1. A survey will be sent out to the Advisory Committee for their input before we proceed with making updates.

**D. Discussion:**

An update on a potential bachelor's program was shared. This is in the planning phase. Advisory Committee will need to have input before we proceed. The BAS degree would be a potential pathway for HIT graduates and lead to professional credentials.

**Action:**

1. Information will be shared with Advisory Committee and survey will be built and sent.

**E. Discussion:**

It was discussed that we should decide which courses we will begin offering Flex Online. Elizabeth expressed that she feels students need coding courses face-to-face and we will work to have these courses scheduled as Flex Live Online as some students still are not able to come to campus and require online.

**Action:**

2. Part of the revisions to the HIT and MICB program will include the scheduling of courses.
3. We will move to put the coding courses on the schedule as Flex Live Online.

The meeting adjourned at 3:00 pm.

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