



Administrative Medical Assisting Program Advisory Committee Meeting April 20, 2017

In attendance:

Ijaz Ahmed, Willie Britt, Jamil Kanaaneh, Bernadette Newland, Paul Rueckhaus, Maryoum Sandoval, Alana Utsumi, Alina Verona

Agenda:

- I. Introductions as necessary
 - II. Clerkships Progress Report (Bernadette Newland)
 - III. Clerkship Site Feedback (Community Partners)
 - IV. MEDA Marketing/Outreach Opportunities
 - V. Open for comments/discussion points from Community Partners
 - VI. Discussion about Meeting times to maximize participation (Bernadette Newland)
 - VII. SLOAC Update
 - VIII. MEDA Notice of Clerkship Survey Reminder
 - IX. Comments/discussion points
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Hi Everyone,

A few summary notes from the MEDA Advisory Meeting 3- 4 PM on 04.20.2017.

Community Partners, [thanks to your hard work](#), find MEDA students who are enrolled in clerkship to be [well prepared](#) with a strong work ethic and a good attitude.

Working lunch meeting suggested by business manager of a clerkship site and will be implemented next time.

Adapting surgery survey of students to MEDA program for feedback from students will be implemented

Bridge with Canada for clarification of course numbering

Dual enrollment rather than articulation agreements for CTE (career technical education) high school students.

Community Partners and colleagues asked for possible clerkship sites, please email contacts that are interested to newlandb@smccd.edu for follow-up.

Due to low enrollment, we have stepped up our outreach opportunities. Please share any ideas for marketing. Thus far, MEDA marketing has included presentations at the English Language Institute, Veterans' Office, Brothers and Sisters Conference, Sequoia High School Students,

and various campus events -Meet Your Major Fair, CTE Day, and others. Your suggestions are most welcome.

SLOAC are all up to date at this point in time. SLOAC [results are due at the end of this semester for MEDA 452 and MEDA 457](#). Fall 2017, semester SLOAC assignments are for MEDA 460, Introduction to Administrative Medical Assisting and MEDA 484, Medical Terminology.

MEDA Notice of Clerkship Survey . It is important to remind students in class to complete survey

<https://surveys.smccd.edu/TakeSurvey.aspx?s=zz15i>, triggers Alana to review for clerkship readiness . We cannot identify clerkship students without this tracking method.

Thank You

Bernadette Newland

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