

## Medical Assisting Advisory Committee Meeting

**Time:** 9am to 10am

**Date:** Friday, December 13, 2024

**Place:** Virtual through Zoom

### AGENDA & OUTCOMES

**Purpose:**

The primary purpose of the advisory committee is to assist and provide recommendations to the district in establishing, operating, and evaluating programs that serve the needs of students, business, and industry and to provide expertise pertaining to technological and subject matter changes.

**Objectives:**

- To provide an opportunity for discussion among people in education, business, and industry
- To focus on how to improve Career and Technical Education (CTE)
- To strive to improve the relationships among CTE, business, and industry
- To provide expertise to the program by reviewing curriculum, facilities, budget, student competencies, and student placement in related occupations

<b>Time</b>	<b>Topic</b>	<b>Person</b>
9am	Call to Order	Chair
	Welcome/Introductions	ALL
	Approval of Minutes from Last Meeting	ALL
	Confirmation of Core Members, Committee Chair, contact info	ALL
	Public Comments <ul style="list-style-type: none"><li>• Job growth/demand?</li><li>• Skill needs changing?</li></ul>	ALL ALL
	Unfinished Business <ul style="list-style-type: none"><li>• No unfinished business</li></ul>	Kat
	New business <ul style="list-style-type: none"><li>• Competing with other MA Program in Santa Rosa</li><li>• Any need for MA program accreditation?</li><li>• Please describe your MA certification requirements (<i>State CCBMA, and/or national certs like AAMA, AMT, AMCA, NCMA, others?</i>)</li><li>• Any need for phlebotomy skills?</li></ul>	Kat
	Heath Sciences Department update and college update	Dean Tammy
	Action Items <ul style="list-style-type: none"><li>• Next MA Advisory Board Meeting <u>tentatively</u> scheduled for Fri, May 16, 2025 from 9am to 10am on zoom</li><li>• Other comments?</li></ul>	All
10am	Adjournment	