

NORTHLAND COMMUNITY & TECHNICAL COLLEGE
Fall Advisory Board Meeting Minutes
December 4, 2018
Room 301 at 12 Noon

Attendance:

Alison Duel
Alexa Mitzel
Jodi Stassen
Ardyce Heffernan
Linda Butler
Lori Anderson

Absent:

Rachel Frederickson
Aubrey Knapp-Simmons
Deb Kroll
Justin Stromme

1. **Welcome/Introductions.**
2. **Job Shadowing.** Discussion was had regarding implementing a job shadow program into the Intro to Health Information Management course since all programs are required to take this course. An example of a job shadowing reflection paper was reviewed.
3. **Discussion - Medical Coding Certificate/Diploma.**
 - a. At the spring advisory board meeting, we previously discussed the possibility of initiating a shorter certificate or diploma for medical coding. This was initially discussed for potential students who have already completed a higher level of degree, such as an associate or bachelor degree, or those with prior health experience.
 - b. Lori distributed a copy of the 60-degree AAS Medical Coding Specialist and the old 25-credit certificate for members to review and think about for the next meeting.
 - c. Lori will meet one-on-one with Linda as well as Jodi and present a rough draft at the next advisory board meeting in the spring.
 - d. Discussion consisted of who the targeted audience is for regarding certificate/diploma and this will be reviewed again.
 - e. Jodi asked members their opinion regarding the marketing of coding and its direction. Alexa suggested younger students and those right out of high school, feeling that many really do not quite understand what medical coding is. It was also discussed that people considering retiring from nursing or other types of employment are interested in coding.
4. **Other Business.**
 - a. Spring Advisory Board Meeting scheduled for Tuesday, March 19, with a 5 p.m. meeting and 6 p.m. dinner.

Meeting was adjourned at 12:45 p.m.

Respectfully Submitted,

Lori Anderson, Director
Medical Office Programs