

Community College *of* Philadelphia

MEETING MINUTES
Institution-Wide Committee
Monday February 27, 2012
2:30 p.m.
Isadore A. Shrager Boardroom
Community College of Philadelphia
1700 Spring Garden Street
Philadelphia, PA 19130

Committee Members Present

Faculty: Richard Keiser

Administration: Judith Gay

Students: Jennifer Kirby, Earl Weeks, Irvin Hoskins-Ferebee, Louise Whitaker

Alternates and Delegates Present

Faculty: Mary Ann Yannuzzi (voting)

Administration: Mary Anne Celenza (voting), Jane Grosset (voting)

Guests Present

Pete Watkins

I. Call to Order

The meeting was called to order by Judith Gay.

II. Approval of Minutes

The minutes of November 28, 2011 were accepted.

III. Old Business

None

IV. New Business

a) Revision of the Medical Assisting Program Curriculum

Mary Anne Celenza said she was presenting the proposal because the Department Head, Deborah Rossi, is on sabbatical. An academic program audit documented declining enrollment in the Medical Assisting Program. After research Deborah Rossi found that there was increased competition from proprietary schools. She considered reducing the program to a one year certificate; however, because of the College general education requirements, the certificate would need 47 credits. Since the initial research was done, program enrollment has almost doubled. The decision was made to decrease the number of credits to make it possible for students to finish one semester earlier. Students would be in the program Fall, Spring, Summer and the next Fall. They could sit for the certification exam in the

Spring semester. Dr. Celenza stated that according to their research, students who do a program in a more compressed fashion have better outcomes.

The proposed effective date is Summer 2012.

There was a question about why the current curriculum was not in the document. Pete Watkins stated that the current curriculum is not always included in documents but it can be added.

There was a discussion about the best order of courses in the curriculum and a discussion about Biology 108. That course has not been approved yet but is about to be presented to AAC.

Action:

Nine in favor. Motion approved.

There was a request to send the proposal to the President for immediate review.

V. Adjournment

The meeting was adjourned at 2:50 p.m.