


Date: March 9, 2020

To: Cathy Sandeen, Chancellor

From: John Stalvey, Interim Provost 

Cc: Jeff Jessee, Dean of the College of Health; Vice Provost for Health Programs
Lisa Nash, Committee Chair & Term Instructor of Medical Assisting
Cheryl Lippert, Term Assistant Professor of Medical Laboratory Science
Susan Kalina, Vice Provost for Academic Affairs
Claudia Lampman, Vice Provost for Student Success

Re: **AY20 Expedited Program Review Findings – Medical Office Coding OEC & Medical Assisting AAS**

I have reviewed the dean's findings and the completed Expedited Program Review Template for the Medical Office Coding OEC and Medical Assisting AAS. The Provost's Office did not receive an Optional Program Response Form from the program.

Recommendations

My recommendation is to accept the decision and recommendations of the dean with the additional commentary that the program should investigate why the OEC has fewer graduates than the AAS, even though the OEC has more students. The program should also explore enhanced partnerships with the school districts. Many of the courses are offered online and the program should explore greater collaboration across the three universities. An interim progress report on all recommendations is due to the dean by March 1, 2021. The dean will submit a review along with the program's interim progress report to the provost by April 1, 2021. Unless otherwise noted at that time, the next Program Review will be included in the regular ongoing program review schedule.

Decision

Recommend Continuation