

# CURRICULUM COMMITTEE

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## MEETING MINUTES

Date: January 23, 2023

Time: Via Teams

Participants: Jayna Winiecki, Brandy Mendoza, Tammy Ward, Jennifer Baine, Mike Laws, Dr. James Yates, Susan Spicher, Garrett Trussell, and Jennifer Schroeder

### **I. Call to Order**

On Monday, January 23, at 12:01 PM, Ms. Spicher emailed the committee to provide all documents and lead the official discussion regarding curriculum requests submitted this month. Jennifer Schroeder created a channel in the Curriculum Committee group on Teams and organized a virtual meeting.

### **II. Approval of Minutes**

Brandy Mendoza moved to accept the minutes from the November 29, 2022 meeting. Mike Laws seconded the motion. Motion carried.

### **III. HS005-01222023MEYER – Medical Coding Practicum Course Updates**

Dean Meyer requested updates to the medical coding practicum course. The industry now uses a remote work environment as the standard. Due to this, the practicum course delivery method will change to virtual. Additionally, the course description was updated to announce this change. Finally, course learner outcomes were updated. Brandy Mendoza moved to accept the course updates and Jennifer Schroeder seconded the motion. Motion carried.

### **IV. Adjourn**

Chairperson Spicher concluded the meeting at 10:04 AM on Wednesday, January 25, 2023.

Respectfully submitted,

Jennifer Schroeder

Secretary