

**NCC Board of Trustees**  
**Academic, Student Affairs & Enrollment Committee Meeting Minutes**  
**December 10, 2019**

The meeting of the Academic, Student Affairs & Enrollment Committee of the Board of Trustees was held on the eleventh floor of the Administrative Tower. The meeting was called to order by Chair Weiss at 5:26 p.m.

Committee Members Present: Kathy Weiss (appointed ad hoc as Chair)  
John DeGrace, (appointed ad hoc)  
John Durso, (appointed ad hoc)  
Edward Powers, (appointed ad hoc)  
Jorge Gardyn (ex-officio).

Committee Members Absent: Linda Green, Donna Tuman, Bridget Russell

Also in Attendance: George Siberón  
President Williams, VP Conzatti

The minutes of the October 9, 2018 and June 11, 2019 meetings could not be approved, as there were not enough Board members present who attended those meetings.

Chair Weiss introduced the following resolution:

**RESOLVED**, THAT THE NASSAU COMMUNITY COLLEGE BOARD OF TRUSTEES ACADEMIC, STUDENT AFFAIRS & ENROLLMENT MANAGEMENT COMMITTEE RECOMMENDS AND REFERS TO THE FULL BOARD OF TRUSTEES FOR APPROVAL THE PROPOSAL BY THE DEPARTMENT OF ADMINISTRATION BUSINESS TECHNOLOGY/HEALTH INFORMATION TECHNOLOGY FOR AN AAS MEDICAL ASSISTANT DEGREE AND RECOMMENDS THE APPROVAL OF THIS PROGRAM BY THE STATE UNIVERSITY OF NEW YORK.

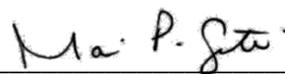
Chair Weiss asked if there were any questions. Trustee DeGrace inquired whether other SUNY schools have the Medical Assistant program. Dr. Williams replied that he will have to research how many of the 30 community colleges have the program, but the need is relevant to our region and will lead to full-time employment for Medical Assistants. Dr. Gardyn elaborated that, in widening the scope of our health sciences offerings with the Medical Assistant program, we will add infinite value to our portfolio of services. Noting the proliferation of Doc-in-a-Boxes, Urgent Care Centers, and pharmacies, the program will help meet the increasing demand for trained Medical Assistants. For students to take this course through college will be far more cost-effective than through the many fly-by-night programs. This program will be very well-received if we promote it properly: we need to make the community aware of its availability for it to be effective, so let's ensure that we inform the high schools about it and about the other health programs we offer, from Surgical and Radiologic Technology to Nursing to Mortuary Sciences. These students emerge in two years with skills for a solid job starting at \$18–\$25/hour. VP Conzatti added that this program evolved from Northwell having approached NCC and specifically asking if we offer this degree, as Northwell is seeking to hire 300 students out-of-the-gate based on statistical and regional research. At the time the answer was “No”, so the Administrative Business Technology/Health Information Technology department engaged in creating the curriculum which then was approved through the shared governance structure (CWCC and Academic Senate). Since the market for 300 base jobs already exists, advertising to create a pipeline for jobs should be easy. Trustee DeGrace requested further explanation of the program's function. Chair Gardyn clarified that every

medical office and emergency room has medical assistants to take vitals, among other fundamental operations, and all, including his office, will be eager to hire interns. Our opportunity to rotate our students through Northwell's state-of-the-art simulation center would also afford them an invaluable wide range of training experience. While hospitals in the Northwell network may be more local, there are ample other systems in the region from Mt. Sinai, NYU and Catholic Health Services competing for interns and jobs.

Chair Weiss requested a motion to forward this resolution to the Board of Trustees for approval. Trustee Durso made the motion; seconded by Trustee DeGrace. Motion carried 4-0.

Chair Weiss asked if there were any other items for the Committee to consider. There being none, the meeting adjourned at 5:32 p.m.

Respectfully submitted,



Maria P. Conzatti  
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VP Academic Student Services