

Enrollment and Student Services Council
April 1, 2021
Meeting Minutes

Attendees: V. Beache, K. Crawford, Dr. D'Ambrisi, K. Hammond, Dr. Hendrickson, M. Kugler, M. Martin, J. Mentzer, L. Montgomery, T. Nedimyer, Dr. Ohl-Gigliotti, Dr. Poole, R. Rohan, D. Ryan, B. Saunders, Dr. Scheetz, D. Schoenenberger, Dr. Soeffker-Culicerto, T. Thorn, Dr. Warner, S. Willard

Excused: N. Arnone C. Baer, D. Bittorf, C. Brereton, J. Burnett, C. Hart, B. Kirkpatrick, J. Mankins III, C. Ranalli, T. Shank

Minutes submitted by T. Nedimyer

1. **March 18th minutes review/approval**

The March 18th ESSC meeting minutes were approved as written.

2. **Summer Enrollment**

In T. Shank's absence, Dr. Ohl-Gigliotti reminded the group that College for Kids will be back on campus this summer, and courses will begin mid-June. Dr. Warner also added Con-Ed courses will soon resume at the prison, and he feels this will help improve non-credit enrollment numbers. Dr. Warner further stated Con-Ed will soon be receiving additional GEERS funding.

D. Schoenenberger informed the group that Adult-Ed is currently preparing for post testing, and session four will start in May after post testing has been completed. D. Schoenenberger also updated the group that Marti Grahl has accepted the intake assessment & transition specialist position, and two additional Adult-Ed positions still need filled. D. Schoenenberger further stated she will be creating flyers to promote English Language Learner courses, and she is determined that FY22 will be a successful year for Adult-Ed. Dr. Ohl-Gigliotti suggested it may be beneficial to craft an email to all students about our English Language Learner courses, as some students may have non-english speaking family members at home. Dr. Ohl-Gigliotti also added that CRRSAA funding should soon be available for Adult-Ed students.

K. Crawford informed the group summer credit headcount is currently up 2.7%, but total FTE is down 4.1% from last year at this time. K. Crawford further stated it has been tough comparing headcount and FTEs to last year's numbers due to the pandemic starting around this time last year. M. Martin informed the group Advising has been busy with appointments, and he is making a big push to prepare students to register for summer and fall classes. M. Martin added he has had a few parents ask why all of our classes are not on campus yet, as they assume we operate like WCPS where all classes are either online or all on campus. M. Martin further stated he has been letting parents and students know that classes will be offered in a variety of formats. K. Crawford stated he shares with parents that are concerned about their child taking online classes that HCC has been offering classes online for over twenty years. D. Schoenenberger added we need to be careful which students we advise to take online classes, as some students take online classes out of convenience rather than what is best for them. Dr. Ohl-Gigliotti informed the group the summer payment due date is April 15th, but students will not start being deregistered until the week of April 19th.

K. Crawford briefly updated the group on the 2021 summer grad gift. K. Crawford informed the group he has sixty-five applicants to date, and students have been completing the application

through Perceptive. K. Crawford further stated applicants will receive updates on the status of their grad gift via their HCC email address.

3. **Fall Enrollment**

K. Crawford informed the group that he has started playing around with what fall enrollment may look like, and noted applications are slightly down from last year at this time. K. Crawford further stated he is hopeful that application numbers will improve, as applications drive new student enrollment. M. Martin reminded the group fall registration for veterans opened March 31st, and registration for all students opens April 5th. M. Martin further stated so far 6 student veterans have registered for classes, and email reminders have been sent out to others that have not yet registered for fall classes.

4. **Additional Items**

Dr. Ohl-Gigliotti updated the group on the allocation of Covid-19 Student Emergency Assistance Funds. Dr. Ohl-Gigliotti stated she recently sent an email out to all students outlining the eligibility requirements to receive the funds, as well as how to apply. Dr. Ohl-Gigliotti further stated seventy-six students replied to her email, and applications will be accepted until April 30th. Dr. Ohl-Gigliotti also noted a process is currently being worked out for non-credit students to receive Covid-19 Student Emergency Assistance Funds. Dr. Ohl-Gigliotti further stated Covid-19 Student Emergency Assistance Funds will also be available for summer and fall students.

The group had a brief discussion regarding the details of the May 15th graduation in the ARCC, as well as the nursing and health sciences pinning ceremonies. Dr. Warner informed the group as the number of COVID-19 cases in the area have started to increase, we will need to remain fluid in how the ceremonies will be planned and conducted. Dr. Warner further stated the ceremonies are being planned with everyone's safety in mind, and they will not be like the ceremonies of the past. D. Schoenenberger inquired what are the expectations for faculty to attend the ceremonies now that they will be held in the ARCC. Dr. Warner stated all faculty are expected to attend the ceremonies, and if a faculty member feels they are unable to attend they will need to email him to be excused. Dr. Ohl-Gigliotti added if there are any staff that want to help with the ceremonies, please email J. Taylor.

5. **Discussion**

Dr. Scheetz informed the group he had recently sent auditors a list of students that attend classes 100% online. Dr. Scheetz further stated it is important that we ensure distance students are attending their online classes so financial aid can be received. Dr. Scheetz also noted in order for distance students to be eligible to receive financial aid, they need to participate in one academic activity per class. Dr. Scheetz further stated just logging in to a class is not considered an academic activity.

Future Meetings

Next ESSC Recruitment & Retention Meeting: April 15

cc: Dr. Klauber, J. Childs, V. Ippolito