

**Enrollment and Student Services Council**  
**April 29, 2021**  
**Meeting Minutes**

**Attendees:** N. Arnone, J. Bachtell, C. Baer, V. Beache, K. Hammond, Dr. Hendrickson, B. Himber, B. Kirkpatrick, 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, T. Shank, Dr. Soeffker-Culicerto, T. Thorn, Dr. Warner, S. Willard

**Excused:** D. Bittorf, C. Brereton, J. Burnett, K. Crawford, Dr. D'Ambrisi, C. Hart, J. Mankins III, C. Ranalli

*Minutes submitted by T. Nedimyer*

1. **April 15<sup>th</sup> minutes review/approval**

The April 15<sup>th</sup> ESSC meeting minutes were approved as written.

2. **Summer Enrollment**

T. Shank reminded the group that College for Kids will be back on campus this summer starting June 14<sup>th</sup>, and noted some of the social distancing restrictions/regulations have been eased allowing more students to enroll. T. Shank further stated she is actively recruiting College for Kids students, and noted she is working out the details of how lunch will be served to students with J. Dankulich. T. Shank also stated WCPS may be holding free summer camps for students that include transportation, but she was unable to confirm if or when the camps are being held. T. Shank also informed the group Con-Ed is working to form a partnership with MCTC and Goodwill for certified production technician training. T. Shank further stated she is still processing scholarships at this time.

D. Schoenenberger briefly updated the group that Adult-Ed currently has around 184 students enrolled for summer, and noted this is an unusually high number of students enrolled for summer at this time. D. Schoenenberger took the time to recognize M. Grahl for the great job she has done in getting students enrolled for summer classes, and guiding them through the orientation process. D. Schoenenberger also noted a new orientation specialist for Adult-Ed was recently hired, and she is happy the position has been filled. D. Schoenenberger also informed the group that about twenty-five Adult-Ed students have applied to receive Covid-19 Student Emergency Assistance Funds at this time. Dr. Ohl-Gigliotti inquired if all Adult-Ed summer classes will be delivered in face-to-face formats. D. Schoenenberger stated all Adult-Ed summer classes will be face-to-face, but options are available for students to attend classes online if they feel uncomfortable attending face-to-face classes.

In K. Crawford's absence Dr. Ohl-Gigliotti informed the group summer credit headcount is currently up 2.2%, and total FTE is up 1.4% from last year at this time. Dr. Ohl-Gigliotti further stated she expects summer enrollment will fluctuate as students continue to apply for the 2021 summer grad gift. S. Willard stated around thirty-six students have been awarded the 2021 summer grad gift, and another ninety students have applied and are awaiting approval. Dr. Ohl-Gigliotti reminded the group the summer payment due date is April 15<sup>th</sup>, and deregistration will begin the week of May 4<sup>th</sup>.

Dr. Ohl-Gigliotti informed the group that advising appointments have been packed for summer, and she is currently in the process of filling vacant advisor positions. Dr. Ohl-Gigliotti further stated she is hopeful that all vacant advisor positions will be filled by July.

The group had a brief discussion regarding the details of the May 15<sup>th</sup> graduation ceremonies. Dr. Ohl-Gigliotti informed the group we now have a better idea of how many students will be attending the ceremonies, and noted the number of students participating is lower than expected. Dr. Ohl-Gigliotti further stated due to the lower number of students participating than expected, increasing the number of tickets given to students for guests to attend the ceremonies will be a topic of discussion at the next graduation planning meeting. M. Martin informed the group a plan is now in place for how seats will be set up and spaced in the ARCC for the ceremonies, and noted everyone is doing a great job of getting things set up. Dr. Warner updated the group as of now eight nursing faculty members and six health science faculty members have been excused from attending commencement because they are attending their respective pinning ceremonies. Dr. Warner further stated he estimates forty-two faculty members will be in attendance for commencement ceremonies. T. Thorn reminded the group the Middle College will be holding its recognition ceremony Tuesday May 11<sup>th</sup>, and noted to let her know if anyone would like to attend.

3. **Fall Enrollment**

T. Shank informed the group she is currently working on the Con-Ed schedule for fall, and noted it should be printed sometime in July. T. Shank further stated enrollment for fall is looking good, and classes will be offered in face-to-face formats. T. Shank also noted she is looking into utilizing D2L more heavily so Con-Ed course materials can be located all in one place. M. Martin informed the group that he is starting to register radiography students for fall, and feels once these students are registered enrollment numbers should improve. M. Martin also added he will be sending an email to radiography and nursing students reminding them to register for fall classes. S. Willard informed the group that fall credit headcount is down 2.0%, and Total FTE is down 3.9% from last year at this time. S. Willard noted that these enrollment numbers are based off of the last distributed EMR, and as of now, credit headcount may actually be closer to being down 1.0%. T. Thorn updated the group that she currently has around seventy-two middle college students enrolled for the upcoming fall semester.

Dr. Ohl-Gigliotti updated the group on the discussions for using Covid-19 Student Emergency Assistance Funds to help pay past balances on students accounts. Dr. Ohl-Gigliotti informed the group that discussions are ongoing to develop a process, and she will share with the group once she has more information. Dr. Soeffker-Culicerto noted we need to be careful as we develop procedures, as we do not want to reward students for not paying past balances.

S. Willard provided the group with a brief update on CRM Recruit. S. Willard stated Recruit went online last week, and noted applications do not need to be completed all at one time as Recruit saves all in progress applications. S. Willard further stated in having the ability to review incomplete applications we can gain insight into where we are losing students along the application process. Dr. Ohl-Gigliotti noted K. Crawford and S. Willard will be doing a CRM Recruit show and tell at the May 13<sup>th</sup> ESSC meeting.

4. **Ability to Benefit**

D. Schoenenberger and Dr. Scheetz went over a PowerPoint presentation with the group about Ability to Benefit, and how it can provide an alternative pathway to Title IV Federal financial aid for students without high school credentials. The presentation also provided details on: student eligibility, program eligibility, the application process, essential internal and external partners,

and plans for how to move forward with and implement ATB. D. Schoenenberger informed the group the goal is to have a process for ATB in place and implemented by July 1, 2021. Dr. Warner stated he views ATB as a win-win as it will increase enrollment numbers, and help to remove barriers for underserved populations of students to create educational opportunities.

Dr. Poole reminded the group a student art exhibit will be held in the Kepler Center from Thursday, April 29th, through Wednesday, May 5<sup>th</sup>, and encouraged group members to stop by if they have a moment to do so.

Dr. Ohl-Gigliotti reminded the group to continue to send her topics they would like to see added to future agendas.

### **Future Meetings**

*Next ESSC Recruitment & Retention Meeting: May 13*

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