

Enrollment and Student Services Council
June 9, 2022
Meeting Minutes

Attendees: A. Auldridge, J. Bachtell, C. Baer, V. Beache, J. Burnett, K. Crawford, Dr. D'Ambrisi, K. Hammond, Dr. Hendrickson, B. Kirkpatrick, S. Lietuvnikas, M. Martin, L. Montgomery, T. Nedimyer, Dr. Poole, C. Ranalli, Dr. Renninger, R. Rohan, D. Ryan, J. Seiler, T. Shank, Dr. Soeffker-Culicerto, T. Thorn, Dr. Warner

Excused: N. Arnone, D. Bittorf, V. Gratton, J. Mankins III, J. Mentzer, Dr. Ohl-Gigliotti, Dr. Scheetz, D. Schoenenberger, S. Willard

Minutes submitted by T. Nedimyer

1. **May 26th minutes review/approval**

The May 26th ESSC meeting minutes were approved as written.

2. **Technology discussion related to enrollment & retention**

J. Seiler updated the group that the pre-configuration of Ad Astra is still going on at this time, and noted that Con-Ed terms have been added in Ad-Astra. J. Seiler also informed the group that a meeting was held on June 7th with the Ad Astra consultant to get a brief walkthrough of Ad Astra, and establish a weekly meeting cadence. J. Seiler further stated the next steps are to continue validating data that was imported into Ad Astra. J. Seiler briefly updated the group that the subroutine for assigning cases in Retention Alert has been further simplified and is working as expected. J. Seiler further stated that 600 cases for low GPA/withdrawal students were recently generated, and noted emails have been sent to these students. J. Seiler also noted that text messages will be sent to low GPA/withdrawal students that have been identified. J. Seiler further stated that Retention Alert will be fully functional once final testing has been completed. J. Seiler informed the group that ConexED pilot groups went live on June 1st, and noted we are not letting students schedule their own appointments until the Outlook integration is completed. J. Seiler further stated that he is hopeful that the ConexED Outlook integration will be completed within the next two weeks. J. Seiler also informed the group that various issues were addressed at the last ConexED check in meeting, and noted we are still waiting on an arrival date for kiosks. J. Seiler briefly update the group that Quottly data still needs to be validated, and noted that M. Martin and C. Baer will be working validating this information.

3. **Summer & Fall Enrollment**

T. Shank reminded the group that College for Kids will be starting on June 13th, and informed the group that fire drills will be occurring in the morning as a part of College for Kids. T. Shank updated the group that Con-Ed enrollment and FTE numbers are outperforming FY20 enrollment numbers without any enrollment from the prison. T. Shank informed the group that Con-Ed currently has advertisements for College for Kids running at Warehouse Cinemas Leitersburg, and noted additional advertisements for GEERS grants will be running soon. T. Shank also informed the group that the Con-Ed fall schedule should be printed and sent out by the end of June. B. Kirkpatrick added that the fall course guide will also be printed and sent out soon.

K. Crawford updated the group that enrollment for fall is trending in a good direction, but noted summer enrollment is still lagging behind at this time. K. Crawford further stated that he believes the lower enrollment numbers may partially be due to not doing the Grad Gift this summer, but he would like to further dig into why summer enrollment has been so low. On a positive note, K.

Crawford informed the group that readmit students for summer are up 57.9% over last year. A. Auldridge added that summer enrollment numbers may also be low as our summer classes begin before high school students graduate.

Dr. Warner informed the group that the president has approved the summer faculty advising program, and noted that twenty-nine hours a week total, not per person have been approved. Dr. Warner further stated that he will need to know how many hours each faculty member wants to work each week so that alternative assignments can be created/completed.

4. **Kirwan Planning w/WCPS**

Dr. Warner provided the group with a brief update on the dual enrollment/credit pathways discussions he has been having with G. Willow. Dr. Warner stated that he discussed areas of opportunity for more dual enrollment, and lining up pathways for students who pass the MCAP exam and elect to take dual enrollment classes. T. Thorn inquired if there will be any costs associated for students who pass the MCAP exam and elect to take dual enrollment classes? Dr. Warner stated he is unsure if there will be any cost to students who pass the MCAP exam and elect to take dual enrollment classes, but he will look into it.

5. **Arizona State University ENG 101 credit and enrollment strategy**

C. Baer made the group aware that Arizona State University is offering students the opportunity to take ENG-101 and only pay for it if they pass the class. C. Baer noted that he is not suggesting this as an enrollment strategy, but just wanted the group to be aware.

6. **Discussion: Withdrawn Students Analysis and Survey – Fall 2021 and Spring 2022**

K. Crawford briefly updated the group on the student withdrawal survey that was put together for the fall 2021 and spring 2022 semesters. K. Crawford informed the group that 130 students withdrew from the fall 2021 semester, and 80 students withdrew from the spring 2022 semester. K. Crawford further stated the most common reasons students withdrew from classes were mental health and work schedules.

7. **Other agenda items**

N/A

Future Meetings

Next ESSC Recruitment & Retention Meeting: June 23

cc: Dr. Klauber, V. Ippolito