

Enrollment and Student Services Council

June 23, 2022

Meeting Minutes

Attendees: N. Arnone, J. Bachtell, C. Baer, V. Beache, K. Crawford, Dr. D'Ambrisi, V. Gratton, K. Hammond, M. Martin, J. Mentzer, L. Montgomery, T. Nedimyer, Dr. Ohl-Gigliotti, Dr. Poole, C. Ranalli, R. Rohan, D. Schoenenberger, J. Seiler, Dr. Soeffker-Culicerto, Dr. Warner, S. Willard

Excused: A. Auldridge, D. Bittorf, J. Burnett, Dr. Hendrickson, B. Kirkpatrick, S. Lietuvnikas, J. Mankins III, Dr. Renninger, D. Ryan, Dr. Scheetz, T. Shank, T. Thorn

Minutes submitted by T. Nedimyer

1. **June 9th minutes review/approval**

The June 9th ESSC meeting minutes were approved as written.

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

J. Seiler updated the group that a meeting was held on June 15th with our Ad Astra consultant to discuss roles and permissions within Ad Astra, and noted that default roles and permissions may need to be adjusted based on our needs. J. Seiler briefly updated the group that the Retention and Registration office is working through the 600 cases for low GPA/withdrawal students that were mentioned at the previous ESSC meeting. J. Seiler informed the group that the implementation of Ethos was discussed at the ConexED check in meeting held on June 21st, and noted the ConexED Outlook integration may take an additional two weeks to complete. J. Seiler further stated that kiosk hardware has been ordered, but a delivery date has not been established. M. Martin briefly updated the group that he and C. Baer are still working on validating Quottly data at this time, and noted he will provide an update on Quottly at the next ESSC meeting. On a separate note, J. Seiler informed the group that multifactor authentication will soon be enabled/required when logging into Microsoft Office accounts, and noted an email will be sent out with additional multifactor authentication information.

3. **Summer & Fall Enrollment**

D. Schoenenberger updated the group that Adult-Ed currently has one class running at this time, and noted that she is still looking for an instructor to teach a CNA course. D. Schoenenberger asked the group if they know of any qualified candidates to please send them her way.

K. Crawford updated the group that enrollment for fall continues to look strong, but noted summer enrollment is still lagging behind. K. Crawford further stated that other colleges are experiencing similar enrollment trends for summer and fall that HCC is experiencing at this time. K. Crawford also noted that active outreach efforts are being made to encourage students to register for classes. Additionally, the group had a brief discussion on students meeting prerequisites for classes they are registering for.

Dr. Warner updated the group that five full-time faculty members will be assisting with the eight week summer faculty advising program, and noted these faculty members will be going through faculty advising training with M. Martin starting June 27th.

Dr. Ohl-Gigliotti updated the group that the Edamerica outreach for degree seeking credit students who were enrolled at any point since 2019 fall and were not enrolled for 2022 spring is

now in full swing. Dr. Ohl-Gigliotti stated that the outreach emails that students receive will look as if they come from the Registration Office, and noted that email responses from students will be directed to the Registration Office. Dr. Ohl-Gigliotti further stated the outreach listing will be updated regularly, and noted if all goes well the Registration Office should become very busy.

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 at the previous meeting with WCPS G. Willow identified five program pathways, education, business, computer science, administration of justice, and general studies that he is interested in pursuing at this time. Dr. Warner further stated that G. Willow would like the five selected program pathways to be offered at the high schools as well as the college, and noted we will have to find a creative way to get this done. Dr. Warner added the five programs that have been selected are just a starting point, and noted other programs may be added in the future.

5. **Follow-up to June 9th discussion on student mental health needs**

Dr. Ohl-Gigliotti briefly updated the group that we renewed our contract with Childresson Mental Health, but noted that Childresson Mental Health will eventually be going under new ownership, therefore we may need to change mental health providers once our contract it up.

6. **Discussion on Report: Persistence & Retention**

Dr. Ohl-Gigliotti briefly went over the persistence and retention report summary for fall 2019 beginning cohort students with the group that was provided as a link on the meeting agenda. Dr. Ohl-Gigliotti noted the full report has been added as an attachment on the email distributing the ESSC agenda.

7. **Discussion about scheduling summer ESSC Meetings**

ESSC meetings will resume every two weeks as normal starting July 21st.

8. **Other Agenda Items**

N/A

Future Meetings

Next ESSC Recruitment & Retention Meeting: July 21

cc: Dr. Klauber, V. Ippolito