

**Enrollment and Student Services Council**  
**September 2, 2021**  
**Meeting Minutes**

**Attendees:** A. Auldridge, N. Arnone, J. Bachtell, C. Baer, V. Beache, Dr. D'Ambrisi, K. Hammond, Dr. Hendrickson, B. Kirkpatrick, M. Kugler, M. Martin, J. Mentzer, L. Montgomery, T. Nedimyer, Dr. Ohl-Gigliotti, Dr. Poole, Dr. Renninger, R. Rohan, D. Ryan, Dr. Scheetz, D. Schoenenberger, T. Shank, Dr. Soeffker-Culicerto, T. Thorn, Dr. Warner, S. Willard

**Excused:** D. Bittorf, J. Burnett, K. Crawford, J. Mankins III, B. Saunders

*Minutes submitted by T. Nedimyer*

1. **August 19<sup>th</sup> minutes review/approval**

The August 19<sup>th</sup> ESSC meeting minutes were approved as written.

2. **Fall Enrollment**

T. Shank updated the group that Con-Ed FTE numbers are up compared to last year at this time despite being unable to hold classes at the prison. T. Shank further stated she recently spoke with MCTC and they are still following their Covid protocols at this time. T. Shank also informed the group there are plans to offer the Certified Production Technician course at the prison, and noted she is currently working on awarding GEERS grants at this time. Dr. Warner inquired do we know when the county will be starting their EMT/Paramedic courses? T. Shank stated the EMT/Paramedic courses will most likely start by spring 2022 at the earliest. C. Baer raised the question how will credit be awarded to students taking the EMT/Paramedic courses as 25% of the credits need to be completed in-house. T. Shank stated that a group will be put together to further discuss this issue. T. Shank also informed the group she recently attended the job fair held at the Washington County Free Library, and noted there were a lot of employers present, but not many job seekers.

D. Schoenenberger updated the group that she is still scheduling Adult-Ed classes for the fall, and noted so far around eighty students have enrolled. D. Schoenenberger further stated she estimates she will have around 200 total students enrolled for fall, of which one hundred of them will be students who recently completed summer classes. D. Schoenenberger also noted that she has plans to create "what to expect" videos for new students so they have a better understanding of the expectations of being a HCC student. Again D. Schoenenberger took the time to recognize the Adult Literacy Services team for the great job they have been doing.

In K. Crawford absence, S. Willard updated the group that fall credit headcount is currently down 1.0%, and total FTE is down 2.4% from last year at this time. S. Willard further stated that enrollment numbers will continue to fluctuate over the next few weeks due to ESSENCE students being enrolled. Dr. Warner requested that a report of the last five years of fall enrollment be pulled for a future ESSC meeting, as it is difficult to accurately compare this years fall enrollment to last years fall enrollment due to the pandemic. Dr. Warner further stated we need to keep our focus on enrollment for the long term, and noted we need to determine programs that have opportunities for growth and allocate resources as needed. D. Schoenenberger suggested that we start looking at non-credit and credit enrollment as a whole rather than separately when discussing enrollment. M. Martin agreed that looking at non-credit and credit enrollment as a whole may be beneficial.

A. Auldridge informed the group that as of now, there are several students on waitlists for online classes, and noted we need to add more online sections to accommodate these students if possible. D. Schoenenberger stated she is all for offering courses online if that's how students prefer them, but many students are still not equipped well enough to do well in online classes. D. Schoenenberger further stated we may need to engage more with students taking online classes. Dr. Warner stated the bigger issue is that we have students that want online classes, and we are not offering enough of them to meet their needs. Dr. Warner further stated if faculty/staff feel that students are not doing well in online classes, we need to figure out a way to better support these students, not just offer more online classes. Dr. Warner noted this topic will be added to a future ESSC agenda.

Dr. Ohl-Gigliotti informed the group that she recently sent an email to all students outlining the requirements students need to meet to be eligible to receive the COVID-19 Student Relief Grant. Dr. Ohl-Gigliotti further stated she is also working on putting together a crisis grant for students that may need assistance in paying things like their mortgage or electric bill. Dr. Ohl-Gigliotti also noted she will soon send an email to all students regarding the vaccine incentive program. Dr. Ohl-Gigliotti informed the group that we are in the final stages of selecting/signing an agreement with a telemental health company that students can contact 24/7 for anxiety, panic attacks, life coaching, and so on. Dr. Ohl-Gigliotti also noted that the Student Food Pantry has been restocked, and if all goes well, it will be restocked again late spring.

### **Future Meetings**

*Next ESSC Recruitment & Retention Meeting: September 16*

cc: Dr. Klauber, V. Ippolito