

Enrollment and Student Services Council
September 30, 2021
Meeting Minutes

Attendees: A. Auldridge, N. Arnone, J. Bachtell, C. Baer, V. Beache, J. Burnett, K. Crawford, 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, T. Shank, Dr. Soeffker-Culicerto, T. Thorn, Dr. Warner, S. Willard

Excused: D. Bittorf, J. Mankins III, D. Schoenenberger

Minutes submitted by T. Nedimyer

1. **September 16th minutes review/approval**

The September 16th ESSC meeting minutes were approved as written.

2. **Fall Enrollment**

T. Shank updated the group that the majority of round one of the GEERS grant has been awarded to Con-Ed students, and noted all GEERS funds for round one will be used by the end of December. T. Shank further stated that round two of GEERS funding should be available in January, and GEERS grants will be awarded to Con-Ed students at that time. T. Shank also informed the group that she is currently working with a consultant to put together a medical assisting program, and noted it should be ready by January. T. Shank updated the group that things at the prison still have not opened up as expected, and therefore she has had to hold off on setting up additional courses at the prison. T. Shank added additional courses may be able to be set up at the prison closer to December. Dr. Warner inquired about how enrollment is looking for both the CNA and Phlebotomy programs. T. Shank stated that the CNA and Phlebotomy programs are doing well, and noted many students have been applying to receive the GEERS grant. The group had a brief discussion regarding if Nursing/Health Science students were required to have the Covid-19 vaccine to participate in externships at off campus facilities. K. Hammond noted that nursing students will have to operate under the requirements of the facility they are participating in the externship with. K. Hammond further stated the information on vaccine requirements went out to nursing students with their acceptance letters.

K. Crawford updated the group that fall credit headcount is currently up 2.4%, and total FTE is down 1.6% from last year at this time. K. Crawford further stated he anticipates credit headcount will finish slightly positive for fall, and FTE will remain slightly negative. K. Crawford also stated we should be proud of where our enrollment numbers are at this time, and noted next time we meet, he will have a better idea of what final enrollment numbers for fall will look like. C. Baer added that when compared to other colleges in his affinity group, HCC's fall enrollment numbers are higher. A. Auldridge also noted that the Retention and Registration office is gearing up for 2022 spring registration to start. L. Montgomery inquired when will ESSENCE students start to be registered for 2022 spring. K. Crawford stated that ESSENCE students that want to take classes on campus or online will start being registered Monday October 4th, and noted he will be visiting schools in October/November to register other ESSENCE students.

Dr. D'Ambrisi thanked B. Kirkpatrick for her assistance in creating a flier to promote the Medical Laboratory Technician (MLT) program that will be starting in 2022 fall. B. Kirkpatrick added that in addition to the flier, information on the Medical Laboratory Technician program has been added to the HCC website. Dr. Renninger also noted that advertising for the middle college will

be starting soon, and thanked B. Kirkpatrick and T. Thorn for putting the advertising together. Dr. Warner informed the group that he had recently met with D. Webber who put together a music production certificate, and added that he feels this will be a very attractive certificate option for students.

3. **Rosters & No Show Reporting follow up from 9/16 discussion**

Dr. Scheetz stated there are no notable updates to provide from the previous 9/16 discussion about student no shows, but to just know he is setting up a meeting with his staff to further discuss this issue. Dr. Scheetz also noted that student no shows will be a topic of discussion at his next affinity group meeting, and noted he will update the group once he has more information to share.

4. **Title III Grant**

Dr. Warner informed the group that we did not receive the Title III Grant, but it is possible that we may receive it next year. Dr. Warner further stated there will have to be discussions about how to move forward with the things that we wanted to do if we had received the grant, like the first year experience course for new students and revamped new student orientations. Dr. Warner added this topic should be kept on the agenda to be discussed at future meetings. Dr. Ohl-Gigliotti noted that the feedback on the submitted grant was very positive, but ultimately writing/receiving grants is a very competitive process.

5. **Webinar on October 21st**

Dr. Ohl-Gigliotti informed the group there will be an inclusive advising seminar on October 21st to provide information on strategies for academic/faculty advisors to improve their students' sense of belonging on campus. Dr. Ohl-Gigliotti further stated there will be five connections for HCC staff/faculty members, and asked Division Directors to let her know if they would like to be involved.

6. **October 23rd STEAM Festival**

Dr. Ohl-Gigliotti reminded the group the STEAM Festival is scheduled for October 23, 2021 from 10am-2pm, and took the time to thank everyone who was involved in planning this event. Dr. Ohl-Gigliotti further stated to direct any additional people who would like to be involved in the event to her. B. Kirkpatrick added there will be activities for all ages including a pumpkin patch, rock-climbing wall, live DJ and so on.

M. Martin reminded the group the Transfer Day Fair will be held in the student center on Tuesday, October 5th from 10am-1pm, and noted around twenty to thirty colleges should be present. Dr. Scheetz also reminded the group the new FAFSA opens October 1st, and noted email/text messages will be sent to students letting them know when the new FAFSA is available.

Future Meetings

Next ESSC Recruitment & Retention Meeting: October 14

cc: Dr. Klauber, V. Ippolito