

Enrollment and Student Services Council
Thursday, October 14th, 2021
Meeting Minutes – Zoom – 9am-11am

Attendees:

A. Auldridge, N. Arnone, V. Beache, J. Burnett, B. Brereton, K. Crawford, Dr. D'Ambrisi, Dr. Hendrickson, B. Kirkpatrick, M. Kugler, M. Martin, J. Mentzer, L. Montgomery, Dr. Ohl-Gigliotti, Dr. Poole, Dr. Renninger, D. Ryan, D. Schoenenberger, T. Shank, Dr. Soeffker-Culicerto, Dr. Warner, S. Willard

I. September 30th minutes review/approval

The September 30th ESSC meeting minutes were approved as written.

II. Fall Enrollment

21/CEFA (August 16-Dec 30) Non-Credit Update:

Theresa Shank announced that enrollment continues to be healthy. She provided an overview of the different term timelines. Her team is currently preparing the winter schedule.

Adult Education Enrollment Update:

Dawn Schoenenberger announced that PALS has nearly 250 enrollments, with about 20 – 25 students yet to be registered.

The first official ATB Information Session is scheduled for Friday, October 15th with eight students registered. Her team is hoping to have three qualifying students move through the program requirements. Students will be preparing for the Accuplacer and there is a partnership in place with Financial Aid to secure a list of necessary documents and information needed to complete the FAFSA.

The first official IELCE/IET (Integrated English Language & Civics Education and Integrated Education Training) program information session is scheduled for Friday, October 29th. Dawn's team has met with Jack Drooger to identify non-credit programs, days, times, length of training, etc. In preparation for this event, they will offer their first bridge course on November 15th in order to prepare students for the upcoming IELCE/IET.

FA21 Credit Update:

Kevin Crawford announced that his team has just completed the ESSENCE registration process. These enrollment numbers have increased within Washington County. He has prepared a two-year enrollment comparison report for the Board of Trustees and will share that document with the ESSC shortly.

Second 7.5-week classes, enrollment, potential outreach:

Angie Auldridge and Dan Ryan expressed concern that there are very few “late-start” 7.5-week general education classes available and not many students registering for the ones that are currently scheduled. Laura Renninger shared the current enrollment in 21/FA 7.5B session courses. Dan cautioned that these courses are often best for students who are highly motivated due to the more compressed timeline. Laura noted that the 12-week late start classes (including the general education classes) have a healthy enrollment so students do, in fact, seem to prefer the longer timeline.

The group briefly discussed possible changes that could be made to motivate students to register for low-enrolled late-start classes. Title changes and description refreshers were offered as ways to bring a more contemporary energy to the courses, perhaps making the content more meaningful to today’s student.

Mike Martin provided a highly important piece of information regarding the financial aid census date. Enrolling in late-start classes impacts when students receive their aid packages. This could be a reason why students are hesitant to sign up for the late-start 7.5-week courses. This topic will be on a future agenda for further discussion.

III. Spring Enrollment

Kevin Crawford reported that spring enrollment is flat but trending upward. Angie Auldridge reported that the developmental packaged web courses are completely filled already and tend to fill much faster than the face-to-face sections. Dawn Schoenenberger emphasized the need for students to really understand what is entailed in terms of time management when enrolling in an online course.

Dr. Ohl-Gigliotti reported that there are no financial holds in effect for students enrolled for spring. All students currently enrolled can now enroll in Spring 2022 classes.

Mike Martin announced the virtual transfer fair. He also reported that he is organizing more faculty advising trainings this semester and that we are right where we need to be with our faculty advising lists. Both he and Angie are very happy with the new advising process and structure, and feel that the questions coming in thus far from faculty have been very productive and right on point.

Angie Auldridge also reported that her team has taken over the CARE cases and this has enabled them to spend more time with each student.

IV. Rosters & No-Show Reporting – follow up from 9/16 discussion

Mayme Kugler and Charles Scheetz reviewed these reports and are trying to find a more efficient, stream-lined way to handle this process technologically. They will be meeting with IT to see if the reports can be updated on Informer and will report back at a future meeting.

V. New duties list for RR, Records, AEM and Advising/Transfer

There is still some confusion noted about what duties these offices handle on campus. Chris Baer has created a draft list that will go out to faculty to provide clarification. This list was included with the

agenda attachments and any feedback from the ESSC would be most appreciated. Further discussion on this will take place at the meeting on October 28th.

VI. Inability to receive aid for credit and non-credit classes at same time

Dr. Ohl-Gigliotti explained to the group that it is essential for all to understand how credit and non-credit terms function and overlap. If a student is receiving financial aid for credit-bearing courses and they want to take a non-credit course and receive a scholarship for it during a concurrent time period (i.e. credit and non-credit terms that happen to overlap), this creates a problem for the student. They cannot receive two types of aid for credit and non-credit classes during overlapping terms. If a student or advisee should express an interest in this, please send them to the financial aid office. Christine asked that this message please be shared across campus.

VII. Professional Development Opportunities Next Week

Dr. Ohl-Gigliotti also announced the upcoming Professional development opportunities for faculty and staff

Thursday, October 21st, 3:00-4:15pm, BSH 114 – *Webinar: Inclusive Advising to Improve the Advising Relationship and Support Student Success – Strategies for academic and faculty advisors to improve their students' sense of belonging on campus*, presented by Eduology.

- 5 connections for HCC staff/faculty members
- Email Christine if you're interested in joining in person or remotely

Friday, October 22nd, 9:15am-12noon & 1:00-2:15, STC 141 – *Webinar: Maryland Male Students of Color Summit – three faculty/staff sessions available online or for viewing in STC 141* – see email sent 10/6 from Christine – advance registration is preferred and required for remote viewing

*9:15-10:30am: Instructing, Engaging and Supporting Black and Latino/x Male Students In and Outside of the Classroom - Panel

*10:45am-12noon: Adapting Hearts and Minds: How to have/build constructive conversations about race and culture and its effects on the work environment – Perspective of an employee of color and non-color

*1:00-2:15pm: Keynote Speaker Dr. Eddie Glaude, New York Times bestselling author and Chair of Princeton's Department of African American Studies

VIII. STEAM Festival

Dr. Ohl-Gigliotti invited everyone to the annual STEAM Festival and asked for volunteers.

Saturday, October 23rd STEAM Festival & Family Fun Day, 10am-2pm (Christine, Laurie, Nancy, Dana, Beth) – see DRAFT program included with agenda materials – we need volunteers – email Christine! Set up 8:15-9:30am.

XI. Other

Kevin Crawford shared that Luis Flores has accepted a new position within the College and is moving from the Admissions Office to the Disability Support Services Office.

Next Meeting: October 28th, 9am-11am

Future topics:

*Non-credit Gender and Race Breakdown – FY20-21 comparisons (Mayme), Discussion: Enrollment Management Plan (Carlee);
Guided Pathways (Dr. Warner)*

Respectfully Submitted,

Laura Renninger