

*Enrollment and Student Services Council*  
*Meeting Minutes*

Thursday, May 9, 2024 · 9:00-11:00 am · STC-182

Group Lead: Nancy Arnone

Note Taker: Sarah Elliott

1. Welcome  
Nancy A. called the meeting to order at 9:02 am.
2. Approval of Minutes  
Marti Grahl moved to approve the minutes as written. Second from Kaprece Smith and unanimously approved.
3. Feedback/Review of previous meeting by Carlee Ranalli
  - a. The presentations were found to be helpful.
  - b. The connection between credit and non-credit could continue to be strengthened.
4. IT information presented by Joseph Seiler  
Joe informed the group that testing is still ongoing for the ConexEd retention tool and they look to go live sometime in the Fall. He also announced that Brandon Rose is no longer with the college, so any questions pertaining to ConexEd need to go through TrackIt.  
  
Joe reported that Ad Astra is scheduled to hold stakeholder focus groups between May 8<sup>th</sup> through May 22<sup>nd</sup> as part of the first milestone for the Essential Scheduling Implementation.
5. Summary of Last Meeting  
The groups from the previous meeting gave a brief summary of their presentations.
6. Open House – April 13<sup>th</sup> update  
Christine G. announced that there were more attendees than last year's open house and that she received good feedback on the location and the food.
7. Fall Registration Dates  
Moving Fall registration from April to May was discussed. Dawn S. is to speak with Dr. Klauber to make the final decision.
8. Assignments, Next Steps  
It was decided that the Council will break into two subcommittees (Enrollment/Academics and Retention/Academics) and will now meet in their respective groups each month. The groups will come together quarterly to review the work the subcommittees have done.

Chris Baer was identified as the group leader for the next quarterly Council meeting.

9. Continue: (Registration Subcommittee)

To be discussed in the subcommittee groups.

10. Other

The next meeting is set for Thursday, June 6<sup>th</sup>, from 9:00-11:00 am, in STC 182 for the Retention subgroup and STC 141/143 for the Enrollment subgroup.

11. Meeting adjourned at 10:39 am.