

Enrollment and Student Services Council - Enrollment Meeting Minutes

Thursday, June 6, 2024 · 9:00-11:00 am · STC-141

Group Lead: Dr. Christine Ohl-Gigliotti

Note Taker: Sarah Elliott

1. Welcome

Dawn S. called the meeting to order at 9:03 am.

It was announced that the Council will first meet as one group to approve the meeting minutes, and review the feedback/IT information, and will then break into subgroups for the remainder of the meeting time.

2. Approval of Minutes

Chris Baer moved to approve the minutes as written. Second from Eric Schwartz and unanimously approved.

3. Feedback/Review of previous meeting by Allison Preston

- a. Open discussion is helpful
- b. Breaking into smaller focus groups will help keep the group's momentum
- c. Conversations regarding open house and enrollment date changes were found helpful

There was discussion about changing the contents of the feedback survey due to redundancy. A. Preston will speak with C. Ranalli to develop a new survey and will present a draft either via email or at the July 18th meeting. The current survey will still be used and sent after this meeting (June 6th).

4. IT information presented by Joseph Seiler

Joe reported that the Ad Astra focus groups have concluded, though the next step cannot begin due to data issues with Ethos. Once these data issues have been resolved, Milestone 2 can begin.

Joe informed the group that ConexEd go-live is still scheduled for Fall 2024, and an upgrade to the Colleague Server (AIX) is to potentially be scheduled for June 21, 2024. All services connected to the server (Colleague Desktop Datatel, Web UI, Self-Service, etc.) will be down during the upgrade.

5. Assignments, Next Steps

Chris Baer was identified as the group leader for the July 18th Council meeting.

6. Aligning ESSC Admissions/Academics subgroup action items with the Enrollment Strategic Plan

The Enrollment/Admissions subgroup talked about increasing the college's social media presence and getting students/alumni involved in marketing and recruitment tactics. Dr. Christine OG stated that she will ask a member from PR to attend the July 18th meeting to further discuss marketing and recruitment ideas.

The group suggested conducting data analysis on the number of clicks it takes for students to navigate the college website. The need to update the information on the college site was also discussed amongst the group.

7. Other

The next meeting is set for Thursday, July 18th, from 9:00-11:00 am, in STC 141.

8. Meeting adjourned at 11:00 am.

Enrollment and Student Services Council - Retention Meeting Minutes

Thursday, June 6, 2024 · 9:00-11:00 am · STC-182

Group Lead: Angie Auldridge

Note Taker: Sarah Elliott

1. Welcome

Dawn S. called the meeting to order at 9:03 am.

It was announced that the Council will first meet as one group to approve the meeting minutes, and review the feedback/IT information, and will then break into subgroups for the remainder of the meeting time.

2. Approval of Minutes

Chris Baer moved to approve the minutes as written. Second from Eric Schwartz and unanimously approved.

3. Feedback/Review of previous meeting by Allison Preston

- a. Open discussion is helpful
- b. Breaking into smaller focus groups will help keep the group's momentum
- c. Conversations regarding open house and enrollment date changes were found helpful

There was discussion about changing the contents of the feedback survey due to redundancy. A. Preston will speak with C. Ranalli to develop a new survey and will present a draft either via email or at the July 18th meeting. The current survey will still be used and sent after this meeting (June 6th).

4. IT information presented by Joseph Seiler

Joe reported that the Ad Astra focus groups have concluded, though the next step cannot begin due to data issues with Ethos. Once these data issues have been resolved, Milestone 2 can begin.

Joe informed the group that ConexEd go-live is still scheduled for Fall 2024, and an upgrade to the Colleague Server (AIX) is to potentially be scheduled for June 21, 2024. All services connected to the server (Colleague Desktop Datatel, Web UI, Self-Service, etc.) will be down during the upgrade.

5. Assignments, Next Steps

Chris Baer was identified as the group leader for the July 18th Council meeting.

6. Aligning ESSC Registration/Academics subgroup action items with the Retention Strategic Plan

The Retention/Registration subgroup reviewed the Retention Plan for Commitment #3 and decided that it will serve as a base document. It will include "Goals and Strategies" related to Retention and will be submitted to the PIE office and will be used for Middle States.

Significant time was spent on identifying groups of students/cohorts that the college serves or needs to better serve. The group also discussed financial literacy and Title III grant, as well as advising strategies. Changes to the models for faculty advising were talked about, as these have recently changed.

C. Ranalli, A. Auldridge, and D. Poole will plan to share previous focus group findings that were conducted with students at the July 18th meeting as the group continues to work on the Retention Plan document.

7. Other

The next meeting is set for Thursday, July 18th, from 9:00-11:00 am, in STC 182.

8. Meeting adjourned at 11:00 am.