

*Enrollment and Student Services Council – Full Group
Meeting Minutes*

Thursday, September 12, 2024 · 9:00-11:00 am · STC-182

Group Lead: Angie Auldridge

Note Taker: Sarah Elliott

1. Welcome

Angie A. called the meeting to order at 9:00 am.

Jennifer Davis and Victoria Stein were welcomed to the group.

2. Approval of Minutes

Laurie Montgomery moved to approve the minutes as written. Second from Dawn Schoenenberger and unanimously approved.

3. Feedback/Review of previous meeting by Carlee Ranalli

No data to report, the responses were not received. Carlee and Alison will check to make sure the survey link works and will resend the survey link.

4. IT information presented by Joseph Seiler

Joe S. informed the group that as of this meeting, all Ethos errors have been completed and the Ad Astra implementation process can continue. Weekly virtual training sessions with Ad Astra have begun as of September 10, 2024. These weekly meetings will occur until December 17, 2024. Joe also told the group that himself, Alexia Jarrett and Sarah Elliott will be attending the Ad Astra conference in Kansas City, MO October 14-16, 2024.

Joe stated that IT is currently working on testing the retention software and are searching for classes that have a grade policy that ignores ungraded items. Single Sign-On is for Self-Service is still being worked on. Joe reported that when an account is created for Self-Service, the student automatically gets the A1 Microsoft License (online version of Microsoft Office only). The A5 license (the downloadable version of Microsoft Office Suite) has been applied to all 24/FA credit students.

It was announced that IT will have a representative (Aaron Kane) at the Student Center Information Desk from 1-5 pm Monday-Thursday to help strictly with software questions.

5. Enhanced Student Support for FY25 Update

Christine O.G. reported that 53 students have registered for TimelyCare to date, and shared that students under the age of 18 need to have parental consent and they are currently working with the TimelyCare team to figure out a way around this.

Angie A. informed the group that UnitedWay received more funding and gave HCC more codes for the RUN program. There was an issue with a student's code, but they are working on figuring out what happened

6. Retention Sub-committee Update

The group discussed ideas from the first subcommittee meeting. It was shared that 56 students were pulled in the first data pull, and that 16 of those students are a part of a cohort.

Some ideas that were discussed at the subcommittee meeting were having daily or weekly check-ins with "at risk" students, possibly via text. A student peer mentor group was offered as an idea as well. There was some discussion about possible roadblocks, such as a breach of confidentiality/FERPA.

The next subcommittee meeting is scheduling for Friday, September 20th.

7. Integration Focus (Group Discussion)

The Council broke out into small groups for an activity to discuss integration.

Transportation programs and healthcare programs; clinical site agreements for credit and WSCE courses; PALS career pathways; dual-enrolled BSN students in Frostburg, UMD, and Towson were some items discussed. Increasing opportunities for credit to prior learning from non-credit programs was shared as an area of possible improvement.

8. Assignments, Next Steps

- a. Dana Poole was identified as the group leader for the October 10th Council meeting.

9. Other

The next meeting is set for Thursday, October 10th, from 9:00-11:00 am, in STC 182.

Reminder: Spring Open House is Friday, March 28th, 10 am-3 pm (at the same time as the Washington County Career Expo), located in the ARCC.

10. Meeting adjourned at 11:00 am.