

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

Thursday, July 18, 2024 · 9:00-11:00 am · STC-182

**Group Lead:** Dawn Schoenenberger

**Note Taker:** Sarah Elliott

**1. Welcome**

Dawn S. called the meeting to order at 9:00 am.

It was announced that the Council will no longer break into subcommittees but will meet as one full group again. This decision was made so that the Council can work on and discuss the Title III Grant as one group.

**2. Approval of Minutes**

Laurie Montgomery moved to approve the minutes as written. Second from Marti Grahl and unanimously approved.

**3. Feedback/Review of previous meeting by Carlee Ranalli**

- a. Microsoft Teams is difficult to navigate/find meeting information
- b. Working in the strategic planning groups was good for collaboration

Carlee R. and Alison P. announced that an email with the new survey questions will be going out to the group after this meeting.

**4. IT information presented by Joseph Seiler**

Joe S. shared Ad Astra's focus group results with the Council. The Ad Astra team stated that the college's strengths included enrollment monitoring on the division, department, and program level. Classroom scheduling is the area that currently needs the most attention. The Ad Astra representative offered to help build a "Strategic Scheduling Team" to help with the scheduling process.

Joe reported that IT is still working on finding answers for fixes needed for a few ConnexED projects, as well as fixes needed for the Single Sign-On feature for Self-Service.

**5. Graduation Survey Results by Alison**

Alison P. presented results of a survey was sent out to 426 graduating students to gather data on their plans after graduating from HCC. Alison reported that more than 50% of students completed this survey.

**6. Open House Update by Christine O.G.**

Christine OG. presented the idea to hold the Career Expo event during the same time as the Open House. This idea was brought up during a previous Council meeting and the Council seemed to be in-favor of it.

Christine said that about one-third of the tables that were at the Open House were at the Career Expo, which would eliminate the need for a Saturday event.

The group was in agreement, so the Career Expo and Open House will be held on the same March 28<sup>th</sup> date.

**7. Review of Strategic Planning Groups**

Angie A. and Christine OG. gave a summary of their group's discussion during the breakout session at the June 6<sup>th</sup> meeting.

**8. Assignments, Next Steps**

Chris Baer was identified as the group leader for the August 15<sup>th</sup> Council meeting.

**9. Title III Grant – Retention Goal Update facilitated by Carlee Ranalli and Alison Preston**

Dawn S. reported that HCC is currently meeting all of the goals outlined in Title III, however, the one area that needs to be worked on is meeting the retention goal. The retention goal is to develop HCC capacity to increase retention and graduation rates.

Carlee R. presented data to the group that identifies the "at-risk" students. Based on the data, the most "at-risk" students are full-time and part0time Pell recipients with a GPA below 2.0. The Council then broke out into small groups to discuss ideas to help retain students in the "at-risk" population.

**10. Other**

The next meeting is set for Thursday, August 15<sup>th</sup>, from 9:00-11:00 am, in STC 182.

**11. Meeting adjourned at 11:00 am.**