

Martin Community College
Enrollment and Success Management Meeting Minutes

Location: Building 2, Library Conference Room

Date & Time: October 9, 2024

**Attendees: Angela Mobley, Erica Caracoglia, Jeramiah Jackson,
Vanessa Tripp, Brian Busch, Happy Gingras; guest Tina Farmer**

Recording Secretary: Happy Gingras

Agenda Items

- I. Call to order 10:00 a.m. by Dr. Busch
- II. Roll call & Verify quorum - verified
- III. Approval of minutes from last meeting – approval upon correction on the person responsible for the survey (Erica). Angelia Mobley motioned for approval after the correction is made and Erica seconded.
- IV. New business
 - I. Erica reported the FTE is up and that she has added a credential attainment dashboard to the intranet. She will work with Jeremiah to create dashboards for continuing education classes.
 - II. Erica reported on the results of the survey on roadblocks for students – overall there is no one concrete procedure to fix the identified issues. There were several reoccurring themes:
 - I. Finances: Lack of adequate financial aid
 - I. FASFA completion numbers are up, but we may be able to better communicate this process and provide more tangible steps to doing this including a timeline.
 - I. We could arrange set times to complete the FASFA weekly and/or take appointments to help students.
 - II. We need to get more information of first-generation students so we can provide appropriate support.



- III. We need to include information about reapplying each year.
- IV. Use the text messaging system to relay information about the FASFA and the set hours for help in completing the form.
- V. We can add messages to the course shell about FASFA using PLD (Tina Farmer).
- VI. March – a message about completing registration and FASFA should go out.
- VII. Entire FASFA campaign would include signs, Moodle pop-up, and text messaging.
- VIII. Faculty advisor training will include a checklist to feature the importance of the FASFA.

II. Mental health issues

- I. Vanessa gets a lot of traffic – they do not do counseling, but rather educational counseling and help the student to connect to resources.
- II. It appears that students are looing for a personal connection – virtual services are used, but not like the personal connections.
- III. Possibly create a stress management workshop – could this be virtual? Might want to look at local resources, maybe offer something monthly – ask Trillium to see what they can do to support students.

III. Lack of academic preparedness and skills

- I. Previously we had talked about a collaboration between the Digital Navigator and Distance Learning to help students prepare for online classes.

IV. Daily life interference

- I. Food and housing:



- I. Vanessa can refer students back to community resources.
 - II. Blessing Box is almost finished.
 - III. Look at the Gambling Grant to help supply food to Blessing Box.
 - IV. Discussed creating a partnership within the community – churches, food banks, etc.
 - V. Laptops and calculators available for checkout.
- III. Next steps:
- I. Vanessa suggested that we identify a few items to look at and measure out success with.
 - II. Look for these in the plan to discuss next meeting and identify some specific topics to pursue.
- V. Old business
- I. University Transfer Fair on Monday, Oct 14.
 - II. Text message guidelines were sent for approval, Dr. Busch asks for us to look at it and reply with our thoughts.
 - III. We will continue to meet in the Library Conference Room.
 - IV. Our SharePoint site is coming.
- VI. Next Meeting is November 13 from 10:00-11:30.
- VII. Adjournment at 11:06 AM

Respectfully submitted by: Happy Gingras
(Signature of Recording Secretary)

