

Martin Community College

Enrollment and Success Management Committee Meeting Minutes

**Location: Building 2, Library Conference Room**

**Date & Time: February 12, 2025, at 10:00 AM**

**Members Present:** Angela Mobley, Director of College and Career Readiness; Jeremiah Jackson, VP Continuing Education, Workforce Development; Manika Parker, Director, High School Programs; Erica Caracoglia, Associate VP, Institutional Effectiveness and Research/Accreditation Liaison; Brian Busch, VP, Student Development Services; Happy Gingras, VP Academic Affairs/CAO, Kinsey Price, VP Institutional Advancement

**Members Absent:** Vanessa Tripp, Director of Admissions, Counseling, and Student Support Services

**Recording Secretary:** Jeremiah Jackson

Agenda Items

- I. Call to order: Dr. Busch called the meeting to order at 10:02 AM.
- II. Roll call & Verify quorum: Quorum was verified.
- III. Approval of minutes from last meeting – Erica Caracoglia motioned to approve the minutes and Happy Gingras seconded the motion. Motion approved.
- IV. Data Report – Erica Caracoglia
  - i. Fall 2024 numbers for CU enrollment have been finalized. FTE is up in all areas.
  - ii. Spring 2025 Headcount is up to 819 from 817.
  - iii. Estimated FTE is up from last year (313.92). The numbers are not up in students. Looks like students are taking more classes.
  - iv. Average credit hours are up. (9 per students compared to 8 per student
  - v. The number of MCC Applications to date is 80.
- V. CCP Conversion data
  - I. Erica Caracoglia presented Martin County Schools and Bertie County Schools student graduation rates from 2021-2023 (does not include NERSBA).
  - II. The data allows MCC to look at all included students that have completed credential classes with MCC.
  - III. Baseline information on all Martin and Bertie students (No NERSBA).
  - IV. Discussed the current process to reach out to high school students regarding possible MCC attendance (postcards, possible referral to Barnes in the automotive program, phone calls).
- IV. Some College, No Credential: Project Overview

- i. Happy has signed up for a free survey service (Trellis Strategies – PDF in SharePoint)
- ii. Surveys are for students that have stopped attending MCC
- iii. Data that would be shared may or may not be based upon updated student information
- iv. 2-3 years of information will be supplied (2021-2024 Spring)
- v. Reports (data) should be back by July

#### Enrollment and Success Management Plan

- I. Exit interviews are currently being used
- II. MCC is working to update advisors
- III. Dr. Bush encouraged everyone to go back and look at the current plan
- III. ESM Calendar
  - i. The committee reviewed the calendar and discussed activities to complete now (in a file on SharePoint)
  - ii. Faculty and staff need to endorse MCC Scholarships in Moodle and in person. MSS is getting information out about scholarships to the schools via high school counselors and career coaches
  - iii. An all-campus email will be sent out in a few weeks that will outline the scholarship criteria
  - iv. Advisor/Advisee conferences should begin mid-March. The process for notification was briefly discussed for when an advisor leaves.
  - v. This year Advisor/Advisee conferences will be a joint conference for FASFA and Scholarships conferences
  - vi.
- X. New Business
  - I. None
- V. Old Business
  - I. Food Lion Grant – food donation or gift card; It was recommended that we get the gift card and we could make purchases as needed
  - II. Gabling Summit at ECU in April -can be used for a wide variety of needs
- VI. Next Meeting –March 12, 2025, in the Library Conference Room
- VII. Due to scheduling conflict, April 9 meeting will be held April 10 at 10:00 AM.
- VIII. Adjournment at 11:10 AM

Respectfully submitted by: Jeremiah Jackson

*(Signature of Acting Recording Secretary)*