

Athens State University
Enrollment/Student Affairs Committee
January 18, 2019

The Enrollment/Student Affairs Committee held a meeting on Friday, January 18, 2019 in the conference room of Sanders Hall.

PRESIDING: Missy Ming Smith

The meeting was called to order at 1:13 p.m. by Mrs. Ming Smith.

ROLL CALL

The following committee members were present:

Missy Ming Smith, Crystal Brown, Dr. Darlene Turner-White, Chris Latham, Jennifer Kennedy, and Sarah McAbee.

Derrek Smith, Saralyn Mitchell, Laura Allen, Juliana Cislo, Crystal Creekmore, Carolyn Carthen, and Kim Braden (recording) were also present. Ronnie Smith was absent.

The agenda was approved by all committee members (McAbee/Brown).

The minutes from October 19, 2019 were approved as written by all committee members (Brown/Dr. Turner-White).

OLD BUSINESS

NONE

NEW BUSINESS

1. Introduction of New Student Success Coach:

- a. Kimberly Dunnavant came to us from Calhoun. She has advising and Degree Works experience. Previously worked for Martin Methodist. Holds a Bachelor's and Master's Degree.
- b. What is a Student Success Coach? Works with new/transfer students, starting point for students, make resources on campus known to new students.
- c. SSC is relatively new—offer support from beginning to end for students.
 - i. College of Education GPA initiative
 - ii. Inform advisors of advisees that are on academic probation
 - iii. Look for student problems and offer solution
 - iv. Customized relationships with students
 - v. Student Success Center also works with Retention

- vi. Staff are knowledgeable of all degree programs
- d. Is it beneficial since we are a JR/SR University to call students transfers? Trying to get away from that language but essentially all students are transfers because they have to go somewhere else before coming to us. They all start at a different place.
 - i. Might be a good initiative for Marketing—How do students identify themselves?

2. Enrollment Update:

- a. Currently down 2% in Credit Hour Production compared to Spring 2018
- b. Currently down 7.7% in new students compared to Spring 2018
- c. Graduate Credit Hour Production is up 14.3%; graduate students are up 18.9%. New enrolled graduate students are up 64.7%
- d. Why are we down?
 - i. External influences: AL two year colleges enrollment is declining; unemployment is good; overall high school graduation trends.
 - ii. Internal changes:
 - 1. Payment Plan-last spring students could sign up and only pay \$35.00 for the payment plan. Now they have to pay 35% of their total bill to enroll in the payment plan.
 - a. Spring 2019 is the first semester this has gone into place.
 - b. Other Universities have similar policies
 - c. Depends on when you sign up as to how much you pay down—the earlier a student enrolls the less they pay up front
 - d. 1 in 4 students were using it before that are not enrolling now
 - e. Encourage students to enroll in the payment plan earlier. Reach out to all students that on the payment plan before and let them know to enroll early to avoid the down payment. Also include message on website that is easy for students to see.
- e. Recruiting Events are up 44%, student contacts are up 30%

3. ADA Accessibility Services—Juliana Cislo

- a. Juliana is an Athens State graduate that previously worked for TARCOG. She has lots of resources to help our students.
- b. Requirement for institutions of Higher Education receiving financial assistance to have ADA person on campus.
- c. Name change for Disability Services to Office of Accessibility Services.
- d. Help students with academic accommodations such as: more time on test or test proctoring.
- e. Facility accommodations such as: parking, doors, access, etc.

- f. Students have to register with her office and provide a doctor's note regarding accommodations.
- g. Modify classes to help students succeed.
- h. 87 students registered with ADA office currently
 - i. Depression, anxiety, ADD are the most common
- i. Workforce Recruitment Program (WRP)—program for students with disabilities to gain employment in federal jobs. Students interview on campus for jobs or internships.
- j. Zoom Room is a room we set up similar to Skype. Allows students to attend virtually.

4. Career Development Center—Saralyn Mitchell and Laura Allen

- a. Goal is for all students to be successful. One of the reasons we integrated the WRP—it's very good for our students.
- b. Focus is to educate students to be successful with employment process and to connect them with employers.
- c. Offer a series of Workshops each semester:
 - i. Meet the Firms—provides an opportunity for students to hear directly from employers
 - ii. Teacher Recruitment—the number of schools that come to campus continues to grow
- d. Students also schedule one-on-one appointments in office for resume reviews, practice interviewing. Satisfying to see students get jobs.
- e. Career Portal—Handshake
 - i. Post jobs
 - ii. Send information to students about events
 - iii. Majority of universities in AL use this—employers love it
 - iv. Currently have 1,631 employers registered (182 from AL; 80 from Huntsville)
 - v. 569 students have active profiles. All students and Alumni have a profile but they have to activate their profile.
 - vi. Students can choose to keep their profile private. All employers are approved by CDC.
 - vii. Explain to students the benefit of public profiles vs. private profiles. Profiles are automatically set-up as private.
 - viii. Students can upload resumes—they are reviewed by Career Services.
- f. Students can search jobs and apply for jobs on Handshake.
- g. Employers can host virtual events within Handshake.
- h. Resources offered to students:
 - i. Resume review
 - ii. Cover letters
 - iii. Interview Skills
- i. How do students know about Handshake? Advertising from CDC

- j. Workstudy Program:
 - i. Federally Funded— students must be eligible. These students can work up to 20 hours a week.
 - ii. Campus Worker—paid by University. Available to UG or GR students, can work up to 15 hours a week.
 - iii. 49 total work study students (31 campus workers/18 FWS)
 - iv. Paid \$9/hour with the exception of tutors—they are paid \$10/hour.
 - v. 90% of the positions are filled—6 open positions.

Other Comments:

1. Process reviews across campus to remove barriers.
2. Alabama Completion College Initiative.
3. Call Me Mister—funding awarded to AL A&M. Dr. Turner-White is trying to reach out to Laura Hall about the program.
4. Looking into the possibility of a Bass Fishing Club as suggested by some students.
5. Working on Athens State branding at Northeast Community College. Looking to re-decorate our space there.
6. Missy Ming Smith recommended to the committee that we begin our meeting at 1:00 in the future so we will have more time for discussion. All agreed this is a good idea.
7. We will hear from Carolyn Carthen and Beth Rice at our next meeting regarding SGA and Athenian Ambassadors.

The meeting was adjourned at 2:15 pm.