|  |  |  |
| --- | --- | --- |
|  |  |  |

Minutes for the Admissions and Retention Committee

Date and Time: 3/12/2021 at 2 pm

Location: Zoom Conference Call

Presiding: Carlos Rivera

Present: Carlos Rivera, Joseph Gyan, Christine Hutchins, Fabian Wander, Rayola Chelladurai, Sean Gerrity, Kathleen Doyle, Yvonne Rosario-Quiroz, Esther Rodriguez-Chardavoyne, Sherin Mathew

Absent: Denisse Feliz

Minutes Prepared By: Sherin Mathew

|  |  |  |
| --- | --- | --- |
| **TOPIC** | **DISCUSSION** | **DECISION / ACTION** |
| Call to Order |  | Meeting called to order at 2:03 pm |
| **TOPIC** | **DISCUSSION** | **DECISION / ACTION** |
| Acceptance of Agenda |  | Agenda accepted at 2:05 pm |
| **TOPIC** | **DISCUSSION** | **DECISION / ACTION** |
| Approval of Minutes |  | Minutes approved at 2:05 pm |
| **TOPIC** | **DISCUSSION** | **DECISION / ACTION** |
| Chair’s Remarks | Updates provided on enrollment statistics for Spring 2021. Most senior colleges saw an increase in freshmen enrollment; community college enrollment has concurrently decreased, with Hostos down by 20% for freshman enrollment. |  |
| **TOPIC** | **DISCUSSION** | **DECISION / ACTION** |
| College Fair | Admissions directors from across CUNY have put together a university-wide college fair to be held on March 18th from 4 – 6 pm. Faculty presence and representatives from the special programs at HOS were recommended to set the college apart at the fair. |  |
| **TOPIC** | **DISCUSSION** | **DECISION / ACTION** |
| Recruitment | Over 2100 hundred leads were generated from the college fair publicity; Admissions has begun contacting these students. SVP highlighted the opportunity for the college to expand recruitment into areas outlying the Bronx, such as Westchester County |  |
| **TOPIC** | **DISCUSSION** | **DECISION / ACTION** |
| Strategies for recruitment | Prof. Hutchins proposed the idea of presenting Hostos as an intimate, liberal arts institution, offering a more personalized collegiate experience within financially affordable parameters, especially in the context of the larger community colleges within CUNY. Focus should be placed on the variety of academic and non-academic support programs at Hostos such as ASAP, SSCU, CD, HALC etc. Prof. Hutchins also proposed that personalized letters from students be included in the communications sent to prospective students to give them a better idea of what Hostos can offer them. Fabian Wander introduced idea of outreach to the population of high school students who have delayed/deferred college enrollment due to the pandemic, and working with community organizations that are involved with this population. | Develop a student spotlight communication |
| **TOPIC** | **DISCUSSION** | **DECISION / ACTION** |
| College re-opening | SVP Chardavoyne stated that a student survey regarding the opening of the school would be sent out soon to the student body to gather data. As of now, the college is poised to open in incremental stages with a small percentage of in-person classes being offered for the Fall 2021 term. College clubs will remain closed for in-person gatherings. |  |
| **TOPIC** | **DISCUSSION** | **DECISION / ACTION** |
| Adjournment |  | Meeting adjourned at 2:55 pm |