Recruitment and Enrollment Team Minutes
January 22nd, 2025 / 1:30 p.m.
The Beach/ Zoom

Chair: Mandy Palmer and Carrie Davis

Roll Call:

√	Carrie Davis		Eric Howard	√	Gabriel Nuokye
√	Kevin Hunsperger	√	Mandee Trowbridge		Melissa Luttenbacher
√	Mandy Palmer	√	David Davis	√	Maggie Calcaterra
√	Kyle Smith	√	Teale Betts		Jeff McGoy
√	Mindy Reach	√	Virginia Chamness	√	Erin King, Guest

I. Call to Order

The meeting was called to order at 1:33 pm by Carrie Davis, Chair. A quorum was present.

II. Approve Minutes of December 4th, 2024 meeting

A motion to approve the minutes of the December 4, 2024 meeting was made by Kevin Hunsperger, with a second by Mandee Trowbridge. All voted in favor and the motion carried.

III. Items for Discussion

a. CTE Day – Erin King

- Erin King was invited to this meeting to talk to the team about CTE Day. While SCC Day in the fall semester is held for high school juniors and seniors, CTE Day is for high school freshmen and sophomores. This is a career exploration day for the students. They will get to visit CTE program areas, take the Career Coach Assessment, and learn about dual credit

opportunities available to them while they are in high school. This year's CTE Day will be Thursday, February 20 and will be 2 half-day sessions. The CTE program information will be in the form of QR codes on the student lanyard badges so they will not have folders to pack around with them. Virginia Chamness volunteered herself and her student worker to help stuff the badges in the lanyards in preparation for the event.

- Kevin Hunsperger asked about opening up this event to parents. Erin said she will be looking in to the possibility of having this event for the parents and community in the future.

b. Monthly reports and updates from team members

- Kyle Smith reported that placement testing has been scheduled for his high schools.
- Carrie reported that Financial Aid has scheduled FAFSA nights.
- Mindy Reach reported that she and Teale Betts are in the process of scheduling Parent Nights at the high schools. The schools are requesting particular departments be represented at these events this year, such as financial aid, faculty and library.
- Teale has attended Senior Night at some of the schools.
- Teale will be sending out requests to see what programs the high schools want to see offered to them for 25-26 dual credit.
- Kevin reminded the team that we would like to have SCC information on the high school digital signage/TVs. So far Vienna is the only school that has responded. He will customize the material to meet each school's specific needs.
- Carrie and Kyle reported the high school dual credit students need IT Support for Moodle. Kyle said students are trying to log in on the Moodle App, but we do not subscribe to that service. The students must use our website to access Moodle in order to log in. We need to make sure students do not skip the Moodle component of Student Success Saturday in August.

c. Recruitment of nontraditional and veteran students

- Kevin reported that our veteran recognition event will be this Saturday, January 25. Veterans will be given free admission to the game and a voucher for $5.00 in free concessions at the game.

d. Recruiting at local businesses

- Mandy Palmer reported that Deaconess Illinois Union County Hospital will be hosting a health fair at the Union County Extension Center on Saturday, March 1. The event will be 7:30 am – 12:00 pm. The Health Fair will include a blood drive, air evac and they will have a doctor on hand to do exams. We will

have a recruitment table at the event. Mandy volunteered our nursing students to help with the event.

- Kevin reported that Workforce Development has ordered some SCC swag to take to businesses to recruit for CEU programs.

IV. New Business

Mindy reported that the Recruitment Success component of Navigate 360, our new CRM, is set up and ready to go. We will start training recruiters in the next couple of weeks. Mindy has been uploading high school student lists and these students are automatically tagged as prospects.

Adjournment

A motion to adjourn was made by Teale Betts, with a second by Gabriel Nuokye. All voted in favor and the motion carried. The meeting adjourned at 2:20 pm.

The next meeting will be held on February 26th, 2025 at 1:30 pm in H2090 and via ZOOM.