



## MINUTES FOR THE ADMISSIONS AND RETENTION COMMITTEE

Date and Time: April 25, 2018 at 1:00PM

Location: Savoy Conference Room

Presiding: Prof. Ialongo, Carlos Rivera

Present: Prof. Ialongo, Carlos Rivera, Ursula Sanders, Terrence Brown, Fatoumata Diallo, Sean Gerrity, Alexandra Milosz, Rayola Chelladurai,

Absent: Nathaniel Cruz, Lizette Colon, Kathleen Doyle

Guests:

Minutes Prepared By: Ursula Sanders

<b>TOPIC</b>	<b>DISCUSSION</b>	<b>DECISION / ACTION</b>
Call to Order	Prof. Ialongo acting in the absence of a chair, called the meeting to order at quorum.	1:05PM
<b>TOPIC</b>	<b>DISCUSSION</b>	<b>DECISION / ACTION</b>
Acceptance of Agenda	Due to the fact that this is a newly constituted committee with entirely new members, no agenda has been precirculated.	No action
<b>TOPIC</b>	<b>DISCUSSION</b>	<b>DECISION / ACTION</b>
Approval of Minutes	No minutes to be approved	No action

<b>TOPIC</b>	<b>DISCUSSION</b>	<b>DECISION / ACTION</b>
Nomination of committee chairperson	<p>Terence Brown nominates Carlos Rivera.</p> <p>Sean Gerrity seconded the nomination.</p> <p>No objections to voting by show of hands.</p>	Unanimous approval
<b>TOPIC</b>	<b>DISCUSSION</b>	<b>DECISION / ACTION</b>
Nomination of the secretary	Ursula Sanders nominates herself.	Unanimous approval
<b>TOPIC- Carlos Rivera chairs the remainder of meeting</b>	<b>DISCUSSION</b>	<b>DECISION / ACTION</b>
Focus of committee's work	When this committee last convened and what did they do?	Terence Brown gave history.
<b>TOPIC-</b>	<b>DISCUSSION</b>	<b>DECISION / ACTION</b>
	<p>Various concerns:</p> <ul style="list-style-type: none"> <li>• Student familiarity with office locations and services.</li> <li>• Onboarding of new staff and faculty.</li> <li>• Student orientation attendance.</li> <li>• No virtual tour</li> </ul>	<p>1- Virtual tour is being worked on and will be available in coming months</p> <p>2- Further discussion needed.</p>
<b>TOPIC-</b>	<b>DISCUSSION</b>	<b>DECISION / ACTION</b>
	Student intentions when they admit to Hostos:	1- Carlos Rivera will get all data that relates to and influences

	<ul style="list-style-type: none"> <li>• Who is the typical Hostos student?</li> <li>• Why students come to Hostos?</li> <li>• Why students leave?</li> </ul>	<p>admissions and retention. He will send it to the committee members for their review during the summer.</p> <p>2- Members will email Carlos their top 3 points that the committee should address.</p>
<b>TOPIC</b>	<b>DISCUSSION</b>	<b>DECISION / ACTION</b>
Meeting Schedule	<ul style="list-style-type: none"> <li>• Doodle poll for availability.</li> <li>• Meetings in late afternoon.</li> <li>• Reoccurring time and date of the month.</li> </ul>	Carlos will reach out early fall to schedule next meeting.
<b>TOPIC</b>	<b>DISCUSSION</b>	<b>DECISION / ACTION</b>
Adjournment	3:00PM	Unanimous approval