

ADMISSIONS STANDING COMMITTEE of the Academic Senate

Wednesday, October 3, 2018

In attendance: Joel M. Barker, Lane Glisson, Samvel Jeshmaridian

Excused: Brianne Waychoff

Guest: Diane Walleser and Lisa Kasper

Call to order at 2:05 PM

- I. BMCC Open Houses – VP Walleser and Lisa Kasper shared with the committee the following:
 - a. All Open Houses will be conducted on a Saturdays because it's a best fit for students' schedule. Approximately 700 students usually attend these events.
 - b. Admission's office will increase communication with department chairs to identify representatives for Open House sessions.
 - c. Faculty can request the following in advance:
 - o Equipment and other display material for presentations
 - o Incentives, such as small gifts or treats for the students if needed by the department.
 - d. Make the necessary arrangements for breakout session during the Open-Houses, once advance notice is provided.
 - e. Visitation to department meetings if needed, to answer any questions, concerns, or to share examples of interactive presentations that have worked in past Open-Houses capturing students attention and involvement.
 - f. Open Houses for 2019 are March 23, June 22, and October X (at the time the date was not available).
- II. It was suggested by Joel Barker that departments may want to consider creating an ad hoc committee to develop and create dynamic and successful presentations for the Open House sessions.
- III. New Program promotion – It was brought to our attention by VP Walleser, that during October, a revamping of the college web architecture will be done to promote a friendlier user platform structured around career communities. Departments' designated liaison will be able to update their own web page, thus having information readily available for faculty and students.
 - a. The committee will reach out to departments that are interested promoting new programs or under-advertised programs.
 - b. Joel Barker is meeting with Manny Romero to discuss having the previous and future videos created by the committee available on the BMCC website and not only the department's website.
- IV. The admission committee will be working with the office of admissions on building a communication plan by career communities, featuring information such as:
 - o Students' and professors' testimonials
 - o Career highlights
 - o Research projects
 - o Successful alumni
- V. The committee suggested that faculty participating in the Open House sessions can consider it as department and college service.

Meeting adjourned at 3:10 PM