

**Committee on Retention Efforts (CORE)**  
**Meeting Minutes**  
**February 10<sup>th</sup>, 2024**

**I. Call to Order**

The Committee on Retention Efforts (CORE) was called to order on February 10<sup>th</sup>, 2025 at 3 pm. in the Witter's Conference Room in the Booth Library.

**II. Subcommittee Reports**

Danny Gourley Fischer talks about the newly formed subcommittee on supporting international students. Tanya Willard volunteered to be the chair of this subcommittee. There were updates on SEPS for the Strategic Plan. Amber Webb talked about the survey they and others in the committee were sending out but due to a student's recent passing, they decided to have the email go out later. Amber has been in contact with Christy Kilgore to get a mass email to go out to all students that week and hopes to have responses soon. Danny reports on three other SEP items. Regarding SEP 57 (Students requesting transcripts), a subcommittee that is working on will be meeting on February 13th. The script has been updated to exclude students who are graduating and working on whom the communication is coming from. With SEP 58 (Focuses on keeping international students from falling below full-time status), ITS started on a code but they are trying to resolve any outstanding issues. Finally, with SEP 59 (Notifications to students prior to their drop for nonpayment), Not much progress has been made since the last report, but Danny and Amber need to meet with Linda about the use of the text messages making sure they can continue going forward with it. Danny mentioned there were no new updates on the Pre-health major subcommittee.

**III. Census Data**

Michael Gillespie handed out the spring census data report to the committee on behalf of Josh Norman. Michael points out that freshman retention went down 3%. Overall retention is 90% for all undergraduate students. Based on the data, there is a 2% difference between first-generation vs not first-generation. Since Freshman Connection was open to all incoming freshmen, Michael was interested in seeing the retention number which was down 2%. Michael informs the committee that they are working on increasing the first-gen retention rate. Justin Tierney adds to the conversation in connection to the decrease in retention for honor students. 87 honor students in the cohort this year compared to the 163 honor students that were retained the previous year. Similarly to Gateway, in Fall 2023 56 students were retained compared to the current 106 students this semester. Multiple committee members bring up discrepancies with the data like students doubling majoring and students who graduated but are still in the system.

**IV. EIU 1111 Updates**

Michael Gillespie gives a quick update about EIU 1111 (University Foundations). They are currently conducting a whole redesign of the course. An advisory group was created in an effort to build the course from the ground up. Frankie Wilson, Freshman Connection Program Coordinator, is leading the committee and redesign and is working with Kim Ervin from FDIC to revamp the course. Michael is hopeful that by the April CORE meeting, they

will have more to share. Amber Webb also informs the committee that they are also working with Kim in redesigning EIU 2919 (Strategies for Academic Success).

**V. Academic Alerts Updates**

Amber Webb shares that 97 alerts have been submitted. Taylor Hall has had the highest number of alerts, similar to the fall 23 semester. There have been 17 alerts since February 8th. Powell-Norton has had 0 academic alerts. The focus on academic alerts has shifted. Amber explained that instead of trying to get alerts closed as soon as possible, they are trying to be more intentional with outreach. The current procedure is still the same but after 2 weeks, Academic Coaches will do outreach again, and at 4 weeks, Michael Gillespie will do outreach and invite them to make an appointment with an Academic Coach.

**VI. CORE Communications and Reporting**

Amber Webb mentions how as a committee there needs to be more transparency and more visibility on campus and an avenue to that would be communications and reporting. Michael Gillespie was interested in what was done in the past. Tanya Willard mentions that a newsletter used to go out and the committee would contribute by adding information to it. The newsletter seemed to have gone out to the entire campus. There is a concern about not having a big audience and the newsletter could get lost in email boxes. The idea of an infographic going out was thrown out as a possible option. Bobbi Kingery mentioned how a student testimonial could also help and create more of an impact.

**VII. CORE Bylaws**

Amber Webb asks the committee if there have ever been bylaws for CORE. The committee is unsure about any bylaws. This is an item that Amber would like to entertain this and have something set in the following months. Michael Gillespie also adds how he sees potential with the committee and how to make a bigger impact on the campus.

**VIII. Next Meeting**

Our next meeting will be on Monday, March 10<sup>th</sup> at 3 pm in the Witter's Conference Room in the Booth Library.

*~Minutes submitted by Brandy Verdin, Recording Secretary*