Committee On Retention Efforts (CORE)

Meeting Minutes

June 26, 2026

I. Call to Order
    a. The Committee on Retention Efforts (CORE) was called to order on June 26, 2025 at 1 pm in the Witter's Conference Room by Amber Webb
    b. There was a brief introduction, including Wade Smith, Sociology faculty member.
    c. Members present: Amber Webb, Michael Gillespie, Danny Gourley-Fischer, Mike Cornebise, Chris Mitchell, Amy Odwarka, Jessie Shuemaker, Wade Smith, Josh Norman, Justin Tierney, Bob Chesnut, Ed Treadwell, Vicki Phillips, Christy Hooser, Julie Dietz, Bobbi Kingery

II. Approval of Previous Minutes
    a. The April minutes were reviewed (no May meeting)
    b. One spelling correction noted; otherwise, minutes approved.
        i. Tanya Willard's last name was misspelled in the first bullet point of section III.

III. Bylaws Subcommittee Update by Michael Gillespie
    a. Michael distributed a draft of bylaws for review and asked members to provide feedback before the July meeting.
    b. Some items of which to pay special attention:
        i. The membership list – review for relevance and completeness
        ii. Subcommittees – there are several proposed subcommittees in the draft.
        iii. Whether voting procedures should be necessary.

IV. Retention Data by Michael Gillespie
    a. We are 3.5 percentage points below the target of 70% first year retention from Fall 24 to Fall 25. The 70% threshold is for budgeting purposes.
        i. Concerns:
            1. Lag in the transition between AAS and departmental advisors
            2. Specific areas show lower advising/registration rates, especially in CLAS and Business.
            3. A question on the student population for these data was answered by Vicki Phillips: the report referenced

           by Dr. Gillespie uses student-level data to track retention year-over-year.

4. Julie Dietz explained pre-nursing students are also misclassified under biology, making the tracking complicated.
5. Julie also pointed out non-traditional students may register later due to work/life balance.
6. There was discussion by Josh Norman about financial holds and scholarship assistance for students.
7. Michael requested student stories to help gain a broader picture and understanding of students' registration status.

V. Retention Forum Planning by Michael Gillespie
    a. Proposed forum following census day.
    b. Format will be a half-day event with general updates and breakout sessions. People can join as they are able either in person or online.
    c. Michael requested volunteers for the planning committee email their interest to mgillespie@eiu.edu

VI. Firsts Hub Update by Michael Gillespie
    a. The Hub will be located in McAfee 2611.
    b. Collaboration and partnerships will be vital to the success of the hub.
    c. There is an informational meeting scheduled for Monday, June 30 at 1 pm in McAfee 2611 to provide more information and to discuss partnerships.

VII. Navigate 360 Implementation by Josh Norman
    a. The purchase and implementation of Navigate 360 is moving forward. Josh Norman negotiated the contract and Dr. Gillespie will lead the implementation and administration of the new CMS.
    b. Navigate 360's data integration will be done by EAB (the vendor); data will be directly linked to Banner.
    c. Retention impacts through Navigate 360:
        i. Centralized support tracking for students
        ii. Academic Alert System reach broadened beyond only faculty.
        iii. EdSights (Billy Bot) has a widget that integrates with Navigate 360
            1. EdSights renewed for a three-year contract and is also moving to the Student Success Center
        iv. Navigate will replace in-house legacy systems such as the Panther Portal.

      d. The onboarding and training coordination will be led by the Student Success Center
          i. An adoption guide will be distributed to CORE members via email after the meeting.

VIII. Other Business
      a. The Strategic Enrollment Planned was approved by the Board of Trustees. Josh will distribute the approved plan via email after the meeting.
      b. There was also discussion about outdated degree transition plans.
      c. A suggestion to add someone from the Registrar's Office to CORE with this information.

IX. Adjournment
      a. The meeting was ended at 1:57 pm by Amber Webb with a reminder about the July meeting.