**Committee on Retention Efforts (CORE)**

**Meeting Minutes**

**November 7, 2012**

1. **Call to Order**

The Committee on Retention Efforts (CORE) was called to order on November 7, 2012 at 1:00 p.m. by co-chairperson Karla Sanders, in the Student Success Center Classroom 1117, at Ninth Street Hall.

**Members present:** Karla Sanders, co-chair, Kimberlie Moock, co-chair, Cindy Boyer, Jerry Donna, William Lovekamp, Patricia Poulter, Christie Roszkowski, and Jennifer Stringfellow

 **Members absent:** Mary Herrington-Perry, Tim Taylor, and Jean Wolski

1. **CORE Minutes from October 17, 2012**

Roszkowski made a motion to approve the October 17, 2012 minutes, and Boyer seconded the motion. The October 17, 2012 minutes were approved as written.

1. **Update from Noel-Levitz Visit**
2. Situation Analysis

Moock disseminated the *Proposed Action Plan from SWOT* which is the first draft to the committee and the *CORE Retention Plan.* Discussion followed.

1. Action Plans and Next Steps

The committee discussed what action needs to be taken in light of the results from the *Situation Analysis.*

1. Noel-Levitz

Colleen Murphy from Noel-Levitz will be coming back in January.

1. **Discussion of Plan for February 12 Retention Forum**

The committee discussed the format and topics for the February 12, 2013 Retention Forum that will be held in the Grand Ballroom of the MLK, Jr. Union from 2:00 to 4:00 p.m. There will be breakout sessions in the following rooms: 1895 Room, Arcola/Tuscola, Charleston/Mattoon, and the Effingham room.

The breakouts will be done in groups and some of the topics discussed were:

* Classroom needs and issues
* Advising Issues
* Retention and issues of under-represented students (Early Alert and At-Risk students)
* What roles do we play for our students’ success?
* Classroom Issues
1. **Next Meeting**

The Committee on Retention Efforts will meet on December 5 in classroom 1117, in the Student Success Center at Ninth Street Hall from 1:00 to 2:15 p.m.

1. **Adjourn**

The meeting adjourned at 2:25 p.m.

*~Minutes submitted by Ms. Kimberly Sweeney, Recording Secretary*