**Committee on Retention Efforts (CORE)**

**Meeting Minutes**

**February 10, 2016**

1. **Call to Order**

The Committee on Retention Efforts (CORE) was called to order on January 27, 2016 at

1:00 p.m. by co-chair Kimberlie Moock in the Student Success Center Classroom 1115, at Ninth Street Hall.

**Members present:** Cindy Boyer,Kesha Coker,Shelley James, Jeanne Lord, Kimberlie Moock (co-chair), Karla Sanders (co-chair), Jody Stone, and Jean Wolski

**Members absent:** Mona Davenport,Stephen King, Gopal Periyannan, Jennifer Stringfellow, and Christy Turner

**Guest:** Rachel Chlebanowski and Allison Moran

1. **Approval of CORE Minutes**
2. November 11, 2015 CORE Minutes

Jody Stone made a motion to approve the CORE minutes from November 11, 2015 and Jean Wolski seconded the motion. The minutes were approved with Cindy Boyer, Kesha Coker, and Karla Sanders abstaining.

1. January 27, 2016 CORE Minutes

Cindy Boyer made a motion to approve the CORE minutes from January 27, 2016 and Jean Wolski seconded the motion. The minutes were approved with Jeanne Lord and Kesha Coker abstaining.

1. **Items from the Committee**

Karla Sanders announced to the committee members that she is accepting University Foundations Instructor and Peer Leader applications for FA2016. The forms and information are available on the website [www.eiu.edu/~eiu1111](http://www.eiu.edu/~eiu1111). Peer Leader applications are due by March 4, 2016 and Instructor applications are due by March 7, 2016. She would appreciate the committee’s help in spreading the word.

1. **Sub-Committee Reports**
2. Undecided Strategies for Recruitment and Retention

Kimberly Moock deseminated the *CORE Undecided Sub-Committee Notes from October 28, 2015*. Jody Stone reported the Undecided sub-committee had not met since October 28th but had accomplished a lot. He asked the CORE committee members to look at the *Data Needed* on the handout because that is the information the subcommittee needs at this time. Stone asked if there was a way to look at first time undecided freshmen at midterm and end of the semester to see if they are still undecided? He also mentioned if there was something they could do the first two weeks of classes to help undecideds for next fall. Discussion followed.

Kimberlie Moock reported PROWL can get the students connected to the department but At-Risk majors are not connecting. Karla Sanders mentioned the Academic Foundation Day the University Foundations classes sponsor every year in October and that all students are welcome to attend. Jody Stone suggested maybe the RA’s in each hall could supplement it and supply freshmen in each hall with more information before or after Academic Foundation Day. Discussion followed.

1. Strategies for At-Risk Majors in Special Admissions Populations

Cindy Boyer reported they have not met for a long time and referred everyone to the CORE At-Risk sub-committee notes that were disseminated.

1. **Enrollment/Retention Forum Planning**

Moock and Sanders disseminated the agenda for the Spring 2016 Enrollment & Retention Mini Conference *Telling Our Eastern Story: The Path to Success from Recruitment to Retention and Graduation* to be held March 3 from 1:00 to 4:00 p.m. in the University Union. Moock and Sanders will disperse the flyer to Enrollment sites, Advise 1, Deans, faculty, staff, students, and will electronically send it to the CORE committee to help disseminate. Discussion followed.

1. **Next CORE Meeting**

Sub-committees will meet and plan for next fall.

1. **Adjourn**

The meeting adjourned at 1:50 p.m.

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