**Committee on Retention Efforts (CORE)**

**Meeting Minutes**

**January 11, 2013**

1. **Call to Order**

The Committee on Retention Efforts (CORE) was called to order on January 11, 2013 at 11:00 a.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, Amber Osborne, Christie Roszkowski, Jennifer Stringfellow, and Tim Taylor

**Members absent:** Cindy Boyer,Mona Davenport**,** Jerry Donna, Mary Herrington-Perry, William Lovekamp, Patricia Poulter, Jody Stone, and Jean Wolski

1. **CORE Minutes from December 5, 2012**

There were not enough committee members present to have a quorum to approve the December 5, 2012 minutes.

1. **EIU Strategic Enrollment Planning Steering Committee Forum**

Moock reported earlier this week an email was sent throughout the campus from Provost Lord inviting everyone to attend an open forum on the strategic enrollment planning process. Moock urged the CORE committee to please consider attending this important forum because it will influence the work of the CORE committee. The email from the Provost follows.

“Dear Member of the EIU Campus Community,

EIU’s Strategic Enrollment Planning Steering Committee will host an open forum for members of the campus community who are interested in learning more about the strategic enrollment planning process. The forum will be held Wednesday, January 16th from 11:00 a.m. to 12:00 p.m. in the Arcola-Tuscola Room. In the meantime, you’ll find a more information on the Strategic Enrollment Planning website at <http://www.eiu.edu/strategicenrollment>, including progress updates, a repository of planning resources, and a schedule of recruitment and yield events.”

Moock disseminated the retention goals from the *“Current Top-Level and Secondary Level Strategies for EIU Retention-1.9.13”* that the subcommittee feels can help achieve President Perry’s retention goals. Discussion followed. Moock also asked the committee to send any ideas to her by email.

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

Sanders disseminated the Agenda for the SP13 Retention Forum. After discussing the Forum Agenda, the committee decided to change the break-out sessions from four groups to three. The committee decided to omit the third discussion on “Under-represented Groups and Retention” because they felt this should and would be covered in all three break-out sessions. Moock and Sanders are working on the SP13 Retention Forum Flyer and will have it out to everyone soon.

The committee also discussed having all the break-out groups in one location (the Grand Ballroom) instead of three.

1. **Early Alert**

Sanders disseminated the *FA12 Early Alert Report* which included mid-term grades and final grades and another report *FA11 to FA12 Comparison Report*. Discussion followed. She also reported that Jamell Barber who is the graduate assistant for the Early Alert will be graduating in May. If anyone has any suggestions for a replacement please contact her.

1. **Spring Objectives**

Sanders reported the sub-committees that were formed in the fall will start meeting after the SP Retention Forum. The sub-committees will be contacted by the chairs of those committees. The sub-committees consist of the following people:

Freshman Committee: Sanders, chair, Boyer, Donna, Stone, and Taylor

Transfer Committee: Moock, chair, Donna, Roszkowski, and Wolski

Upper Classmen Committee: Lovekamp, chair, Davenport, Poulter, and Stringfellow.

1. **Next Meeting**

The Committee on Retention Efforts will meet on Friday, February 8 in classroom 1117, in the Student Success Center at Ninth Street Hall from 11:00 a.m. to 12:30 p.m.

1. **Adjourn**

The meeting adjourned at 12:00 p.m.

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