**Committee on Retention Efforts (CORE)**

**Meeting Minutes**

**October 26, 2016**

1. **Call to Order**

The Committee on Retention Efforts (CORE) was called to order on October 26, 2016 at

2:00 p.m. by co-chair Kimberlie Moock in the Student Success Center Classroom 1115, at Ninth Street Hall.

**Members present:** Kimberlie Moock and Karla Sanders, co-chair, Cindy Boyer, Kelsey Cripe, Mona Davenport, Shelley James, Stephen King, and Jeanne Lord

**Members absent:** Gopal Periyannan, Jody Stone, Jennifer Stringfellow, and Jean Wolski

**Guest:** Julie Lockett, Director of the Center for Online Learning and Instructional Technology Services

1. **Approval of CORE Minutes**

The minutes for October 12, 2016 will be approved at the next CORE meeting because there weren’t enough members present to have a quorum.

1. **D2L Demo-Julie Lockett**

Julie Lockett, Director of the Center for Online Learning and Instructional Technology Services, presented an overview on D2L capabilities which might help with academic retention efforts.

1. **Midterm Proposal Review**

Karla Sanders disseminated a draft for proposed changes to the *IGP #46-Grades Policy* on incomplete grades for undergraduates with proposed changes being shown in red. She asked the committee members to email their thoughts to her in the next week regarding these changes and the proposal.

1. **Retention Communication Review Committee**

Kimberlie Moock talked to Ryan Gibson concerning an audit of all communications areas to write better communications when communicating with prospective and continuing students.

Karla Sanders, Mona Davenport, Kimberlie Moock, and Ryan Gibson will talk to the EWORX committee.

1. **Enrollment Management Forum Update**

Discussion continued on the Enrollment Management Forum. Cindy Boyer would like to invite Julie Lockett to present with her at the forum. Discussion followed.

1. **Subcommittee Reports**
2. Financial Strategies

Shelley James reported they will be meeting this week.

1. Minority and First Generation Students

Kimberlie Moock reported the committee went through the Minority and First Generation Data. They are partnering with MEI on communication flow. The committee looked at the Chicago Public School System (CPS) and they are all minority and first generation students and are seeing a high number of students in sciences. They are looking into more data.

1. Academic Strategies

Cindy Boyer reported the committee is looking at mid-term strategies and what will be helpful in using D2L. The committee will meet next week.

1. **Next Meeting**

The next CORE meeting will be on November 9 from 2:00-3:15 pm. in classroom 1115 at Ninth Street Hall.

1. **Adjourn**

The meeting adjourned at 3:05 p.m.

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