

**Committee on Retention Efforts (CORE)
Meeting Minutes
March 10, 2025**

I. Call to Order

The Committee on Retention Efforts (CORE) was called to order on March 10, 2025, at 3 pm. in the Witter's Conference Room in the Booth Library.

Attendees:

Josh Norman, Michael Gillespie, John Blue, Jody Stone, Justin Tierney, Ed Treadwell, Chris Mitchell, Vicki Phillips, Tanya Willard, Julie Dietz, Danny Gourley Fischer, Michael Cornebise, Crystal Brown, Jessie Shuemaker, Christy Hooser

II. Approval of Previous Minutes

Danny Gourley Fischer asked committee members if they had read the previous minutes and requested any amendments.

III. Subcommittee Reports:

- **Pre-Health Subcommittee:** Danny Gourley Fischer reported on the progress of the pre-health subcommittee, highlighting changes in choosing academic majors that leads towards a degree during orientation and major selection processes to improve accuracy and advisor assignments.
- **“Top Ten Things” Subcommittee:** Jessie Shuemaker informed the committee that the subcommittee has conducted data and has been looked through. There should be a report on it at the next meeting.
- **Retention Predictive Model:** Josh Norman discussed the retention predictive model and its potential for future development.

IV. Academic Alert Updates

Michael Gillespie presented data on academic alerts, including types of issues and demographic, majors, and date ranges. Changes in the alert system were discussed to improve student contact and support. They noted that in the fall of 2024, there were 454 unique students and 749 in total. They have also linked this to academic warning, probation, and dismissal. They stated that students with academic alerts were most likely to have an academic dismissal on their status. 96 students with academic alerts who also had alerts in the fall as well. 299 unique students with academic alerts so far for Spring 2025. The GA's doing the outreach for academic alerts will be trained as academic coaches through NASPA. The tutoring center will also be moved from the GTC to McAfee Gym. Academic Advisors will also be able to submit academic alerts.

V. Bylaws Subcommittee

Michael Gillespie proposed forming a bylaw subcommittee to draft bylaws for CORE. They also plan on leading. Jessie Shuemaker, Josh Norman, and John Blue have joined this subcommittee.

VI. Proposal: Retention Symposium for Fall 2025

Michael Gillespie mentions that after the advising symposium that recently passed, the idea of doing a retention symposium came up for fall. Timing-wise, after census date. Ideas of having half in the morning, half in the afternoon, or all in the morning or afternoon. Discussions about these issues and transparency with the campus community. Michael has volunteered to lead this.

VII. Week 5 Report Stats

Danny Gourley Fischer presents to the group week 5 Gateway report. Overall response rate was at 72.5%. The Lumpkin College of Business and Technology had a 90% response rate. This was a significant improvement compared to the 56% response rate from previous years. They also presented the top classes where students are not passing as of week 5. EIU 2919 was mentioned as there are 12 students who are not passing. Danny also mentions that there is no particular department that does not participate. Danny reminds everyone that the advising office is gearing up for their busy season.

VIII. Gateway

Danny Gourley Fisher announced a major overhaul of the Gateway program, with dedicated advisors focusing solely on Gateway students to enhance support and skill-building. Juanita Cross and Don Dawson will be the full-time gateway coaches. There is also a possible change in the name. More updates on this to come.

IX. EM Survey at 2025 Advising Symposium

Danny Gourley Fischer and Justin Tierney socialized an enrollment management survey at the advising symposium to collect data on why students are not returning. Vicki Phillips has constructed an email that comes from Danny to students who have not registered. The survey aims to provide enrollment management with more opportunity to collect information and being more proactive.

X. Strategic Enrollment Planning

Danny Gourley Fischer updates the committee on SEP items 58 and 59 are marked complete. SEP item on international holds has gone through two rounds of testing and is ready go. Regarding the transcripts, there was overwhelming feedback they got from associate deans were yes. There were also talks of emails not only going out but feedback form loop so students reply to those emails and action can be taken by staff and faculty. Josh Norman emphasizes the importance of the SEP items and the need to decide on the feasibility of ongoing projects. Conversations and decisions need to be made if the items need to be dropped or punting to the following enrollment cycle.

XI. Other Updates

- Tanya Willard shared the success of the Mystery Bus Tour program, highlighting its positive impact on student engagement and sense of belonging. About 40 students went on the trip to the Shedd Aquarium. The plan is to continue the program once a semester, with the next trip planned for an unofficial weekend for Spring 2026.
- Josh Norman provided updates on the revamped options with Freshman/Transfer Connection and the importance of communication to ensure students complete required steps.

XII. Next Meeting

Our next meeting will be on Monday, April 7th at 3 pm in the Witter's Conference Room in the Booth Library.

~Minutes submitted by Brandy Verdin, Recording Secretary