**ARC Meeting Agenda **

Date: February 8, 2016| Begin: 1:00 | End: 2:20| Location: CC 126 Timekeeper: Chris Recorder: Laura

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| **In Attendance** |
| [ ]  Matthew Altman | [ ]  Larry Cheyne | [ ]  Kara Leonard | [ ]  Suzanne Munro |
| [ ]  Josh Aman  | [ ]  Jaime Clarke | [ ]  Laura Lundborg | [ ]  Tara Sprehe |
| [ ]  Dustin Bare  | [ ]  Bryan Fuentez | [ ]  Jim Martineau | [ ]  Ryan Stewart |
| [ ]  Carol Burnell | [ ]  Darlene Geiger | [ ]  David Miller | [ ]  Chris Sweet |
| [ ]  Adriana Castillo | [ ]  John Ginsburg | [ ]  BJ Nicoletti | [ ]  Stacy Yanez |

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| **Data Dashboard (Dent, Dive, Dig) and Pre-Work** |
| **Data Dashboard** | **Meeting Pre-Work** |
| Element (TBD) | Data | Review Master Blueprint and excel of “to do” items (sent via email).  |
| Element (TBD) | Data |
| Element (TBD) | Data |

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| **Agenda** |
| **Topic/Item** | **Presenter/****Subcommittee** | **Allotted Time** | **Key Points****Provide 50 words or less on expected outcome** | **Next Steps:** |
| Review and Approve Minutes | Laura | 5 min | N/A | What: Who:When: |
| Policy Updates | Leads/Subcommittees | 40 min | Free Speech – second reviewUpdate regarding general accommodations policy? | What: Who:When: |
| Data Dive | Group | 15 min | What do we want to know about completion? Identify data elements that will be discussed at next meeting. | What: Who:When: |
| Student Success Road Map | Tara | 30 min | * Review current documents related to this work (including Master Blueprint, large excel file)
* Create focus questions for work-groups in existing MBP items (Strengths, Weaknesses, Opportunities and Threats. Brainstorm stakeholders for strengthened communication).
* Assign work groups and encourage SWOT analysis
 | What: Who:When: |

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| **Policy Tracking** |
| **Policy** | **Lead/Sub-Committee** | **ARC Review** | **Comments** | **Last Action/Next Steps** | **Approval Date** |
| Provisional Accommodations | Dustin/DRC, AFaC AD | Completed | None | Waiting for Accommodations Policy | ISP:General Council:College Council (1st rdg.):College Council (2nd rdg.):President’s Council: |
| Sex Offender | Tara/BIT members | Completed | None | Tara to review with Phillip | ISP: N/AGeneral Council: College Council (1st rdg.):College Council (2nd rdg.):President’s Council: |
| Student Type(deemed not a policy but take through council process) | Chris/Bryan, Dustin, BJ, Larry, Tami | [x]  First Reading[x]  Second Reading | None | Chris and team to develop next steps: identify colleague field and create path/documents for staff/students to use. Then take to appropriate councils. | ISP: N/AGeneral Council: College Council (1st rdg.):College Council (2nd rdg.):President’s Council: |
| Deceased Student | Ryan/Tara | [x]  First Reading[ ]  Second Reading |  |  | ISP: N/AGeneral Council: N/ACollege Council (1st rdg.):College Council (2nd rdg.):President’s Council: |
| Student Email | Ryan/Tara | [x]  First Reading[x]  Second Reading | See Document | Policy ready to move forward. Procedure still under development. | ISP: General Council:College Council (1st rdg.):College Council (2nd rdg.):President’s Council: |
| Free Speech | John/Matthew | [x]  First Reading[ ]  Second Reading |  |  | ISP: General Council:College Council (1st rdg.):College Council (2nd rdg.):President’s Council: |
| Enrollment Policy (Checking ID) | Darlene/Chris | [ ]  First Reading[ ]  Second Reading |  | This is to address confusion regarding when picture ID is required for a transaction. | ISP: General Council:College Council (1st rdg.):College Council (2nd rdg.):President’s Council: |
| Military Deployment | Chris | [ ]  First Reading[ ]  Second Reading |  |  | ISP:General Council: College Council (1st rdg.):College Council (2nd rdg.):President’s Council: |
| Academic Standing | Dustin/Jim, David M., Ryan | [ ]  First Reading[ ]  Second Reading |  |  | ISP:General Council: College Council (1st rdg.):College Council (2nd rdg.):President’s Council: |
| Late Policy Work | TBD | [ ]  First Reading[ ]  Second Reading | Should start with ISP |  | ISP:General Council: College Council (1st rdg.):College Council (2nd rdg.):President’s Council: |
| Religious Holidays | TBD | [ ]  First Reading[ ]  Second Reading |  |  | ISP: General Council: College Council (1st rdg.):College Council (2nd rdg.):President’s Council: |
| Identity Fraud | TBD | [ ]  First Reading[ ]  Second Reading |  |  | ISP: General Council: College Council (1st rdg.):College Council (2nd rdg.):President’s Council: |

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| **Notes to Self** | **Deferred/Future Items** |
| Our criteria for determining work:1. Multiple sources recommend it (Degree Matters/SENSE/CCSSE, EAB, O’Bannion, Clarus, other)
2. Greatest impact on retention
3. Related to State or Fed. Accountability
4. Fit in “best practice” findings
5. Complexity – interconnected – time bound
6. Recommendations for Master Blueprint
7. Expert assessment (Clarus, AACRAO)
8. Scale possibilities (p/t, f/t, dev. ed.)
9. In progress (low hanging fruit, easy to knock out)

Success Indicators:* Retention
* Persistence
* Transition
* Completion

(difference between retention and persistence?) | For Enrollment Planning (when we get there): Metrics conversation: Which “needles” are we trying to move? CSSE, SENSE results * What are our enrollment projections?
* What markets do we need to further tap into?
* In what demographics do we expect to see an increase or decline in enrollment and why?
* What recruitment and retention strategies do we need to expand or employ?
* What systems should be addressed (e.g. education planning)
* Student based technology needs
* What are the highest priorities for recommendation/implementation?
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