**ARC Meeting Agenda **

Date: Aug. 8, 2016| Begin: 1:00 | End: 2:20| Location: CC 126 **Timekeeper**: Suzanne **Recorder**: Laura

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| **In Attendance** |
| [x]  Matthew Altman | [ ]  Darlene Geiger | [x]  David Miller | [x]  Chris Sweet |
| [x]  Josh Aman  | [x]  John Ginsburg | [x]  BJ Nicoletti | Guest: |
| [ ]  Dustin Bare  | [x]  Donna Larson | [x]  Suzanne Munro |  |
| [ ]  Carol Burnell | [x]  Kara Leonard | [ ]  John Phelps |  |
| [x]  Jaime Clarke | [x]  Laura Lundborg | [x]  Tara Sprehe |  |
| [ ]  Bryan Fuentez | [x]  Jim Martineau | [x]  Ryan Stewart |  |

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| **Data Dashboard (Dent, Dive, Dig) and Pre-Work** |
| **Data Dashboard** | **Meeting Pre-Work** |
| Element (TBD) | Data |  |
| 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 |  | What: Who:When: |
| Policy Updates | Leads/Subcommittees | 30 min | * Review Email Use Processes (student and employee)
* Recording Audio –confirm that we are ready to take to college council. Need copy from Christina.
 | What: Who:When: |
| Data Dive | BJ/Bill | 30 min | Next steps in identifying a population to focus on:* Very broadly, the part-time degree/certificate seeking credit student (particularly on service/support outside the classroom/instructional environment)
	+ The “new/early” (maybe 15 credits or less), part-time, degree/certificate seeking student (for this group it may not be just “outside the classroom” but also some early student behaviors related to performance in the learning environment such as not completing assignments and a couple of others.
		- The younger age group (maybe <24) “new/early,” part-time, degree/certificate seeking student [more-so for the within term dropping all credits data trends]
 | What: Who:When: |
| Work Group Reports | TBD | 15 | Policy Review Sub-Committee update | What: Who:When: |
| Future Agenda Items | TBD |  |  | What: Who:When: |

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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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