

**Meeting Date:** October 24, 2016

ARC Meeting

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| Present: | John Ginsburg – Chair, ASG Member – Ariel, Matthew Altman, Josh Aman, Carol Burnell, Bryan Fuentez, Donna Larson, Kara Leonard, Jim Martineau, David Miller, Suzanne Munro, BJ Nicoletti, John Phelps, Tara Sprehe, Ryan Stewart, Max Wedding, Ryan West |
| Recorder: | Laura Lundborg |

John Ginsburg is the new chair ARC for 2016-17. Introductions were made and the group discussed the committee mission and responsibilities.

**Membership and Future Planning –** John reviewed the mission from the ARC Blueprint and asked the group to define access, retention, and completion.

* **Access**: an example was given of student information gaps between VA benefits and financial aid hindering access. Our group can work on filling gaps like this to improve access. It was suggested that we have a tracking and prioritization process for these types of issues that are not necessarily fixed through a policy. Group agreed.

Other ideas regarding access were to be aware of diversity, including non-English speakers, have more marketing and publications, pay attention to access to get here and access to remain.

It was suggested that a sub-group could complete a systems analysis to define barriers and pro-actively work on them. Another sub-group can respond to immediate barriers as they come up.

Student Success Group was suggested. A pro-active group tasked with reaching out to students that show difficulties in accessing what they need. A Help Zone was suggested; a frontline service area on campus that all staff and faculty would know to bring a student to if they were unsure of who can help with an issue.

*Working definition*: Working so that students are as ready as they can be to begin their academic goals with Clackamas.

* **Retention**: BJ shared that data collecting is important. John agreed, providing an example of a survey of students that dropped out. That provided insight on what would have been needed to keep them in school.

*Working definition*: Ensuring that our policies, systems, and interventions are established and maintained to enable students to stay at Clackamas.

* **Completion**: this topic was harder to define. The State’s definition of completion does not always match every student’s idea of completion. Some students want to take a course, or just enough to get them work.

*Working definition*: Finishing their degree or other academic plan.

The group also discussed how to improve ARC. Reduce size, meet less often, subcommittees, etc.? Suggestions:

* One meeting as large group to report out and assign projects and one meeting to work on subcommittee work.
* Policy, intervention/response, and systems/big picture of group can be three different functions. Once a month large group meeting for report out.
* Each meeting should have short period for policy update and longer period to talk about issues to put on project list and assign to people.

*Result:* Group agreed to reduce meetings to 60 minutes from 2-3pm. Meetings will briefly address intervention/response issues, work through policy development (until no longer needed), and brainstorm ideas for system adjustments. Subgroups meet at different times.

**Early/End of Year Engagement Survey (EYES) –** BJ discussed how the college looks at student engagement. SSCCE and SENSE gave us a good start to collecting data. We built upon that with more meaningful questions tailored to CCC. We have approval to stop using SSCCE and will focus efforts on EYES. The core research questions give us data to assess and improve out processes.

**Campus Life Engagement Survey –** John reviewed results of the survey. Main points were asking what activities students participate in and how they want to find out about events.

**Next Meeting –**

July 11, 2016

1:00PM-2:30PM

Room: CC126

**Meeting Handouts –**

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