

Access, Retention & Completion Committee Meeting Agenda & Minutes



Date: January 13, 2020 / 10:30 – 12:00 pm / **Location:** CC 127 / **Facilitator:** Jennifer Anderson / **Recorder:** Michell Gipson

Members: ASG Admin, Chris Sweet, Christina Wigglesworth, Dustin Bare, Jaime Clarke, Jennifer Anderson, Jim Martineau, John Ginsburg, John Phelps, Josh Aman, Karen Ash, Lisa Reynolds, Lori Hall, Max Wedding, Ryan Stewart, Ariane Rakich, Joan Jagodnik, Michell Gipson, Shalee Hodgson, Adam Wickert, Lauren McGuire, Christopher Zimmerly-Beck, Lanie Sticka (ASG rep) and Beth Wicklund

Present: Chris Sweet, Christina Wigglesworth, Dustin Bare, Jaime Clarke, Jennifer Anderson, Jim Martineau, John Ginsburg, John Phelps, Josh Aman, Karen Ash, Lisa Reynolds, Lori Hall, Max Wedding, Ryan Stewart, Ariane Rakich, Joan Jagodnik, Michell Gipson, Adam Wickert, Lauren McGuire, Beth Wicklund and Jennifer Nickell Zane

Absent: Christopher Zimmerly-Beck,

Guests: Members of DEI Strategic Plan subcommittee: John Ginsburg, Jaime Clark, and Kjirsten Severson

Topic/Item	Discussion	Action/Decision
Committee Business – 5 minutes		
Review and approve previous meeting minutes	<ul style="list-style-type: none"> Review of December meeting ARC minutes. Reviewed and approved via email. 	 12.16.2019 ARC Meeting Minutes 1.6.2
CCC Information & Initiatives – 85 minutes		
Review of the DEI Strategic Plan	<ul style="list-style-type: none"> The members of the DEI Strategic Plan subcommittee attended the ARC meeting to review and discuss the current DEI strategic plan and explore how ARC will intersect with the work. John gave some background on the DEI strategic Plan Subcommittee. He explained that the subcommittee has taken the feedback that was given from the fall feedback sessions and included them in the new versions of the Priorities, Goals and Objectives of the Strategic Plan. <ul style="list-style-type: none"> The committee has worked to develop indicators as markers for success. The goal is for the Strategic Plan doc to be finished at the end of the Winter Term. The Plan itself is to create a cultural shift for the campus. Review DEI strategic plan with a specific emphasis on strategic priority #2. <ul style="list-style-type: none"> Strategic priority #2 is directly being related to Access Retention and Completion because of our committee charter to oversee these types of initiatives for our students. 	 DEI SP Priorities Goals and Objectives The group can email Diversity@clackamas.edu with additional questions/comments.

- ❖ Question: Has this draft document been revised based on the feedback?
 - The document has been revised based on feedback and will continue to be as we keep having these conversations.
- ❖ Question: Is there a particular university that we are borrowing ideas or using as a reference?
 - There hasn't been one but we are looking a multiple.
 - The hope is that as we do each strategic priority and refine our work the two most important factors to keep in mind is our starting place at Clackamas and look who is doing this really well and what did it take to get there.
 - 5-year plan: What can we do in 5 years to get us on the road?
- ❖ Question: What are the questions you are hoping this group can answer so we can keep those questions in mind?
 - Are these goals, objective indicators realistic when it comes to Access Retention and Completion for student and closing equity gaps?
 - Are there indicators that we might not be aware of?
- ❖ Question: How do we see our work as a committee and our individual roles? What roles can we as a committee and in out positions within the college take ownership of?
 - To have ownership over DEI is to have a passion for it and it create an environment at the institution that is welcoming and inclusive.

Strategic Priority II: Eliminate equity gaps for students:

- ❖ Question: Do we have definitions for historically marginalized students?
 - That is why is there as an indicator which means we have to come up with a common definition for the institution.
- ❖ Question: Where would that definition come from?
 - IT would come from the DEI committee.
- Jennifer Nickell commented that before you can move forward you have to know who you are addressing. It is hard to reach out to a population and bring them in until you have that information.
- Two questions for ARC to think about:
 - ARC committee in your experience and in your work with students do you think Goal 2 is a good starting point?
 - Thought on the indicators 2.1
 - Where does ARC see itself in the work?
 - With the overall goal?
 - Part of your role within the institution?
 - Having conversation within our subcommittee about these definitions would help the ARC subcommittees have this conversation.

- There was a suggestion by Beth that we look at the school and the programs that have been changed and that are actually working. Having an assessment of where we have come in the last 5 years. What worked what didn't work so we are not starting over from scratch.
 - That connects really well with Objective 2.1.2 in analyzing existing practices.
- Jaime stated that DEI is looking for:
 - Specific feedback on this language.
 - What did we miss?
 - What should we change?
 - How you plan to connect with it.
- Objective 2.1.1 – recruiting and onboarding:
 - Ariane suggested to maybe try to understand the recruitment experience.
 - Lisa suggested that we think about how we want to understand the student experience and what do we do when we do understand that.
- Max: Struggling with the terminology he feels that a lot of the indicators are more of a tasks than something we are trying to change.
 - What are we trying to work on?
 - What are these indicators connecting back to?
- Equity gaps that the committee has built this on:
 - College data looking race and gender.
 - Students of color are coming in smaller percentages but not staying. Data shows that students of color transfer out of CCC at higher rates.
 - Latin X students are coming to the institution but not finishing at the same rates as other students.
 - Question: Is the data being looked at just from a racial lens or are there other lenses that the equity gaps are looking at?
 - The key components that were being looked at were race and gender.
 - They have not looked at Pell Eligible students in a segregated way.
 - They have not looked at first generation by race/ethnicity.
 - They have not looked at disability by race/ethnicity.
 - Suggestion that the name of that strategic priority needs to be a little more specific.
 - Suggestion for Indicator 2.1.3.2: regarding engaging with affinity groups and allies in area high schools:
 - Would it be important to identify high impact affinity groups that we have on campus before we start outreaching to the high school to help to determine gaps and to provide feedback?

	<ul style="list-style-type: none"> • The committee broke out into small groups to discuss: Where do we go from here where does ARC stay involved? • Objective 2.1.4 Expand partnerships within the community, including community organizations, employers and public services to reduce barriers and challenges for historically marginalized students: <ul style="list-style-type: none"> ○ The Financial Aid and Support subcommittee would tie into this Objectives and indicators. They are working on trying create a list of committees, Community organizations outside of here that can help provide funding for our students. <p>There was a break out into small groups to go over the document and then report out what came up in small discussions.</p> <ul style="list-style-type: none"> • In looking at the goals and objectives for 2.1 many are relevant for specific workgroups/service areas. Goals should not be set without including these service areas in the process. • Goal #3 equity teaching practices: <ul style="list-style-type: none"> ○ Question: Where is the expectation for staff not just faculty are equitable and inclusive in their practices? Suggestion to be clear that staff are involved in the co-curricular learning experience for students and should be included here as well. 	
<p>Master Calendar</p>	<p>The latest version of a master calendar has been posted to the I-drive (I:\Master Calendar). We'll see updates to this living document over the course of the year, including updates from:</p> <ul style="list-style-type: none"> • Guided Pathways (via Lori Hall) • Strategic Enrollment Management (via Tara Sprehe) • Diversity, Equity, and Inclusion (via Melissa Richardson) • Strategic Planning (via Jason Kovac) 	
<p>Future Agenda Items</p>	<ul style="list-style-type: none"> • DEI Report • Equity Lens • Workshop primary program of study changes • Workshop Progress Reports and Care units in Navigate and Expanding Navigate beyond advising • Workshop One Place and Review new building plans with group • House and Senate Bills • Upcoming trainings/events/activities • SNAP • CRM • Service Area Assessment • CARE/College Safety Update 	

<p>Winter Term</p> <ul style="list-style-type: none"> Monday, January 13, 10:30 – 12:00 Monday, February 10th, 10:30 – 12:00 Monday, March 9th, 10:30 – 12:00 	<p>Spring Term</p> <ul style="list-style-type: none"> Monday, April 13, 10:30 – 12:00 Monday, May 11, 10:30 – 12:00 Monday, June 8, 10:30 – 12:00 	
<p>Retention and Completion</p> <ul style="list-style-type: none"> Monday, October 18th, 10:00-11:00 Monday, November 15th, 10:00 – 11:00 Monday, December 20th, 10:00 – 11:00 Monday, January 17th, 10:00 – 11:00 Monday, February 21st, 10:00 – 11:00 Monday, March 13th, 10:00 – 11:00 Monday, April 17th, 10:00 – 11:00 Monday, May 15th, 10:00 – 11:00 	<p>Financial Resources and Supports</p> <ul style="list-style-type: none"> Tuesday, October 29 12 – 1:30 Wednesday, November 27 12 – 1:3 Monday, December 23 11 – 12:30 Monday, January 27 11 – 12:30 Monday, February 24 11 – 12:30 Monday, March 23 11 – 12:30 Monday, April 27 11 -12:30 Monday, May 25 11 – 12:30 Monday, June 29 11 – 12:30 	<p>Policy and Steering</p> <ul style="list-style-type: none"> Thursday, October 31, 2019 Thursday, November 21, 2019 Monday, January 27, 2020 Monday, February, 24, 2020 Monday, March 16, 2020