

Access, Retention & Completion Committee Meeting Agenda & Minutes


Date: December 6, 2021 / 10:30 – 12:00 pm / **Location:** Zoom / **Facilitator:** Jennifer Anderson / **Recorder:** Michell Gipson

ARC MEMBERSHIP	<input checked="" type="checkbox"/> Michell Gipson	<input type="checkbox"/> Lisa Reynolds
<input checked="" type="checkbox"/> ASG Representative – Shannon Castleton Rudolph	<input type="checkbox"/> RB Green	<input type="checkbox"/> Ashley Sears
<input checked="" type="checkbox"/> Josh Aman	<input checked="" type="checkbox"/> Lori Hall	<input checked="" type="checkbox"/> Terrie Sanne
<input checked="" type="checkbox"/> Jennifer Anderson	<input type="checkbox"/> Shalee Hodgson	<input checked="" type="checkbox"/> Ryan Stewart
<input checked="" type="checkbox"/> Felicia Arce	<input checked="" type="checkbox"/> Joan Jagodnik	<input type="checkbox"/> Chris Sweet
<input checked="" type="checkbox"/> Dustin Bare	<input checked="" type="checkbox"/> Kelly Love	<input checked="" type="checkbox"/> Jordan Taylor
<input type="checkbox"/> Katrina Boone	<input type="checkbox"/> Jim Martineau	<input checked="" type="checkbox"/> Adam Wickert
<input checked="" type="checkbox"/> Carol Burnell	<input checked="" type="checkbox"/> Stephanie Murphy	<input checked="" type="checkbox"/> Beth Wicklund
<input checked="" type="checkbox"/> Amy Cannata	<input checked="" type="checkbox"/> John Phelps	<input checked="" type="checkbox"/> Beverly Forney
<input checked="" type="checkbox"/> John Ginsburg	<input type="checkbox"/> Ariane Rakich	

Present: “X” marked above indicates present for this meeting.



Absent: Katrina Boone, RB Green, Shalee Hodgson, Jim Martineau, Ariane Rakich, Lisa Reynolds, Ashley Sears, Chris Sweet



Guests: Ray Atkinson, Bill Fricke, Lori Hall, Kim Crane, Stephen Wilks


Topic/Item	Discussion	Action/Decision
Committee Business		
Committee Business & Warm Up Jennifer Anderson –15 minutes	<ul style="list-style-type: none"> • Warm-Up: Break-out sessions “What has gone well this term? What could be going better?” <ul style="list-style-type: none"> ○ What is going well? <ul style="list-style-type: none"> ▪ Terrie reported that virtual services in the FARL have been able to serve a lot of students. ▪ Data shows that 75% of the students that were helped in the FARL this past year actually have enrolled. ▪ Josh reported that the Learning Center is serving students virtually and that is going well. ▪ More teams using Navigate helps us to serve students better. ▪ Win = including different languages on the application has helped us serve students better. 	 ARC Meeting Agenda and Minutes June 14,

	<ul style="list-style-type: none"> <ul style="list-style-type: none"> ▪ We have received good feedback about having our emergency funding sources put together in one place online. ○ What could be better? <ul style="list-style-type: none"> ▪ There is a need for clearer communication about which college services are available during winter term. ▪ There is an ongoing need for a CRM and the hope and need for using that to also improve communication. ▪ Moodle and Colleague sometimes deliver conflicting information which results in confusion and extra time spent on trying to resolve issues. ▪ Having the remote option for teaching and hearing that Zoom and other virtual platforms will soon offer better combo virtual and in person options (so some folks can be in person and some virtual)—I hope the college will support whatever tech is required to make that possible for classes and other meetings. • November meeting minute approval <ul style="list-style-type: none"> ○ Meeting minutes for Nov 1, 2021 approved via email. 	
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CCC Information & Initiatives

<p>Updates to the Service Animal Policy</p> <p>Felicia Arce & Jennifer Anderson – 10 Minutes</p>	<ul style="list-style-type: none"> ○ Jennifer and Felicia went through the updated on the Service Animal Policy and Procedures ○ Will have month of December to take a look that Policy and Procedure before voting on it ○ This is on the January 14th ISP agenda for review. <p>Questions:</p> <ul style="list-style-type: none"> • Can you ask student to prove their disability so that they can have a service animal in the classroom? <ul style="list-style-type: none"> ○ Answer: You cannot ask a student to prove their disability so that they can have an animal in the classroom. ○ Felicia suggested developing a FAQ document to help faculty and staff understand how to support students who have service animals. • What is the difference between a service animal and an emotional support animal? See the link for more information. There is a suggestion that we create this type of visual aid to assist faculty and staff with these distinctions. 	<ul style="list-style-type: none"> • Members can provide feedback to Felicia or Jennifer through the month of December before this moves forward to ISP and College Council for first review. <div style="text-align: center;">  ARC 641 Service Animal Policy 101220 </div> <div style="text-align: center;">  ARC 641P Service Animal Procedure Fin. </div>
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<p>Transportation and I205 Tolling Plans</p> <p>Ray Atkinson – 20 minutes</p>	<ul style="list-style-type: none"> • Ray Atkinson did a presentation on the transportation priorities, overview of the current shuttle program, and current ideas and challenges along with an update related to DOT plans for potential traffic changes and tolls on I205. (see presentation) <p>Questions:</p> <ul style="list-style-type: none"> • Has CCC expressed any opposition to ODOT surrounding the toll proposals or studied how that will affect our current students when that is in place? <ul style="list-style-type: none"> ○ Answer: CCC has not taken a stand on the toll proposal. • Does CCC need to take a stance of the tolling? If so, who do we need to involve in this conversation? • Can see this affecting out students a lot in regards to coming to campus. Will it deter students from coming to CCC and maybe going elsewhere? • How is this going to impact the drive into 205. • The smaller i205 involves widening using toll revenue to do that widening. • Why are they considering tolling? <ul style="list-style-type: none"> ○ Answer: ODOT has limited funds to pay for widening and they see tolling as easy way to get the funding they need to these projects. • Federal Government is requiring tolling pretty much everywhere around the country right now it is difficult to get federal approval for widening without the tolling. • Will you be listening for how the new infrastructure proposal might change these plans? <ul style="list-style-type: none"> ○ Answer: ODOT is reviewing the proposal but seems to be that they will still move forward with tolling. • Do we know how much the tolling fee might be? <ul style="list-style-type: none"> ○ Answer: ODOT has not come up with the toll fee yet. 	 <p>Transportation Priorities Presentatic</p>
<p>Website Redesign</p> <p>Lori Hall – 30 minutes</p>	<ul style="list-style-type: none"> • College Relations and Marketing has contracted with a third-party vender called Stamats to help assess and update our website. <ul style="list-style-type: none"> ○ Lori presented the Website Assessment Project that they are engaging in to see what is working and what is not. (see presentation) <p>Questions & comments:</p> <ul style="list-style-type: none"> • Want to make sure that things like policies don't get removed from the front facing website. • Beth shared that the Leads and Coordinators meet monthly and requested that this item be added to their agenda. • Subcommittees could be looking at this information as well. 	 <p>Website Assessment.pdf</p>

<p>Wrap Up and Announcements All – 10 minutes</p>	<ul style="list-style-type: none"> Moving the January ARC meeting back a week to accommodate the start of the term first week activities. 	
<p>Subcommittee Updates – Informational</p>		
<p>Steering & Policy Committee Updates</p>	<p>SEM Plans & Actions</p> <ul style="list-style-type: none"> Tara and Jennifer met with each of the ARC subcommittees to review and discuss their development of SEM goals and activities. Tara will be pulling this information together into a draft SEM “plan” for the ARC Steering & Policy committee to review and provide feedback on in January. Strategic Plan Mission Fulfillment Committee met on 12.3.2021 and work began to establish the strategic priority groups and the communication channels for each group (like ARC) to keep the Mission Fulfillment Committee up to date with our work. Tara Sprehe and Kattie Riggs are “sponsors” of the Strategic Plan Holistic Student Supports strategic priority and they will be joining the ARC Steering and Policy Committee going forward to help connect our work in ARC to the larger CCC Strategic Plan. <p>Policy Work:</p> <ul style="list-style-type: none"> Jennifer Anderson and John Ginsburg have started the process of redrafting the Expressive Conduct proposed BOE policy and Administrative Regulation in response to feedback from the BOE policy group and the OSBA lawyer from last year. The committee reviewed and provided feedback to Jennifer and Felicia Arce related to proposed updates to the Service Animal policy and procedure. Jennifer is working with David Plotkin and Kattie Riggs to have revised updates to the BOE Public Complaint policy reviewed by Tim and moved to BOE policy committee review in support of the Retention & Completion subcommittees work to launch a “student feedback” webpage. 	 <p>Mission Fulfillment Roles and Responsibil</p>
<p>Access/Recruitment Subcommittee</p>	<ul style="list-style-type: none"> Committee work has been focused on providing updates to the SEM plan. 	
<p>Retention & Completion Subcommittee</p>	<ul style="list-style-type: none"> Committee work has been focused on providing updates to the SEM plan. 	
<p>Financial Resources and Supports Subcommittee</p>	<ul style="list-style-type: none"> Committee work has been focused on providing updates to the SEM plan and discussing billing. 	

Upcoming Trainings/Events/Activities			
Important Announcements	<ul style="list-style-type: none"> None provided at this time. 		
Future Agenda Items			
Future Agenda Items	<ul style="list-style-type: none"> Update re: FYE expansion Update re: Peer Assistant Program Update from STEP Grant & PTO Enrollment Report DEI Goals Updates from sub-committees Provide updates about Progress Reports and Care units in Navigate and Expanding Navigate beyond advising House and Senate Bills CRM Service Area Assessment CARE/College Safety Update Sub-committee Deep Dives 		
ARC Full Committee Meeting Dates 2020-2021			
Fall: <ul style="list-style-type: none"> October 4, 2021 – 10:30 – 12:00 November 1, 2021 – 10:30 – 12:00 December 6, 2021 – 10:30 – 12:00 	Winter: <ul style="list-style-type: none"> January 11, 2022 – 10:30 – 12:00 February 7, 2022 – 10:30 – 12:00 March 7, 2022 – 10:30 – 12:00 	Spring: <ul style="list-style-type: none"> April 4, 2022 May 2, 2022 June 6, 2022 	
Subcommittee Meeting Dates			
Access and Recruitment: <ul style="list-style-type: none"> Thursday, October 21, 11-12 Monday, November 29, 2-3 Tuesday, December 7, 1-2 Tuesday, January 11, 1-2 	Retention and Completion: <ul style="list-style-type: none"> TBD 	Financial Resources and Supports <ul style="list-style-type: none"> October 11 - 3:30-4:30 November 8 – 3:00-4:00 December 13 – 1:00-2:00 Deep Dive re: ARCFRS in February 	Policy and Steering <ul style="list-style-type: none"> TBD as needed.

<ul style="list-style-type: none">• Tuesday, February 22, 1-2• Tuesday, March 22, 1-2• Thursday, April 21, 11-12• Monday, May 16, 1-2• Tuesday, June 14, 1-2•			
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