STANDING COMMITTEE

ANNUAL REPORT TO COLLEGE COUNCIL

Clackamas Community College

DUE DATE: *Submission Date*:

Year: 2016-17	*Committee Name*: ARC
Committee Chair: John Ginsburg	*Committee Members*: Josh Aman, Dustin Bare, Christina Bruck, Jaime Clarke, Kara Leonard, Ariel Mead – ASG, Fernanda Mercado – ASG, David Miller, Suzanne Munro, John Phelps, Tara Sprehe, Max Wedding, Ryan West, Laura Lundborg, Chris Sweet, Bill Calabrese, Donna Larson, Ryan Stewart, Jim Martineau
College Council Liaison: John Ginsburg	
Location of Minutes: Committee Website on MyClackamas (work order pending) *Committee Meeting Schedule:* 2nd and 4th Mondays 1:30p-3p	
Committee Rotation Schedule:	
Charge of Committee: Through research, best practice implementation, and student engagement practices, ARC participants, in consultation with the Instructional Standards and Procedures Committee as appropriate, will inform and guide the college regarding institutional priorities and enrollment management practices and policies. *Mission Statement of Committee*: The Access, Retention and Completion (ARC) Committee is a collaborative effort where representatives from constituent groups across the College prioritize, coordinate and shepherd the multiple projects and tasks derived from Strategic Priorities, Targeted Tasks and Institutional Activities related to Access, Retention and Completion.	
Goals/Objectives for Year: 1) Streamline and structure meetings 2) Move 'in-progress' policies to College Council 3) Begin to identify "big picture" items to tackle related to Access, Retention, and Completion	
Other Issues Dealt With, if applicable: n/a	
Outcomes of Year's Goals and Objectives: 1) Meeting time reduced from 2 hours to 90 minutes (experimented with 60 minutes, but too short). Meeting structure currently divided in 3 parts: a) Just-in-time issues for the	

team to communicate about; b) Policy proposal, discussion, and approval; c) Big Picture items related to Access, Retention, and Completion that take the input of the particular students, faculty, and staff represented – a place for brainstorming discussion, which then might be picked up by a particular department.

2) Tackling policies in sub-groups outside of ARC meetings, and discussion of policies inside meetings, seems to take longer than anticipated or desired. However, by year's end, polices regarding the following should be complete: Active deployment, Student e-mail use, Expressive Conduct (free speech), Identity Fraud and Theft, Sex Offender, Service Animals, Academic Accommodations, Recording Lectures, Military Deployment, and ID verification.

3) Due to the length of time spend discussing policies, not as much time has been spent in this regard. However, hopefully before the end of the academic year, conversation will be in progress related to: Academic Standing, Dropping All Courses, and other items identified shortly.

Current and Future Issues:

- Assessing 16-17 progress and structure; identifying big-picture items to delegate.