



Creator: Arc Michigan.
Title: The Arc Michigan records.
Inclusive dates: 1956-2007
Bulk dates: 1980-2004
Extent: 7.5 linear feet and 1 motion picture reel
Call number: 9965 Aa 2

Language: Material is in English
Acquisition: This record group was donated by The Arc Michigan (donor no. 8857) in 2009.
Accruals: Periodic additions to the records are expected.
Access: The record group is open without restriction.
Photographs: Located in box 7
A-V Material: Videotapes in box 8 and motion picture separately located.
Copyright: Copyright is held by the Regents of the University of Michigan.
Processed By: Suzy Adra Mazloum, June 2009

Abstract

Advocacy organization established to protect the rights of developmentally challenged individuals; records include meeting minutes, reports and publications, affiliate files, and visual materials.

History

The Arc Michigan is an association dedicated to positively affect the lives of people with disabilities and their families through advocacy, education and monitoring. It is directly affiliated with The Arc, a national association, which was founded in the 1950's by a group of parents whose children needed special assistance.

In 1953 the name was changed to "Michigan Association for Retarded Children" and in 1982, after numerous name changes their current name was selected.

During the early days, The ARC concentrated on public education and advocacy and individual and family support. By 1989, there were a total of 62 local units and about 6300 member families advocating for the rights of the disabled and mentally retarded

The Arc Michigan conducts yearly strategic planning to update its goals and to stay current with the evolving needs of people with disabilities. This plan is what determines future activities, budgets, programs, staff and volunteer recruitment to provide services such as civil rights, health care and early intervention and education.

Scope and Content Note

The records of The ARC date primarily from the 1980's until 2007, with some documents from the 1950's through the 1970's. They include meeting minutes, surveys, grant proposals, project documentation, correspondence and publications. These records document the various projects of this organization, including advocacy and individual care. The records are arranged into eight series as follows: Board and Governance, Committees, Conferences and Collaborations, Reports and Programs, Publications, Affiliates, and Visual Materials.

The **Board and Governance** series includes history, mission, manuals, by laws, policies, and strategic plans, meeting minutes, grants, member biographies, position statements, resolutions and some correspondence.

The **Committees** series consists of minutes of the various committees and their activities: Membership, Education, Executive, Nominating, Finance and Search.

The series on **Conferences and Collaborations** includes information concerning annual conferences as well as joint conferences and collaborative efforts with other organizations such as the Autism Society and Wayne State University. This series also includes minutes, brochures photographs and hand outs, evaluations and participant information.

The **Reports** series provides information and evaluation of the various programs conducted by The ARC.

The **Programs** series includes information on the various programs such as Early On, Dignified Lifestyles, Parent Leadership Program and activities such as various family gatherings.

The **Publication** series includes brochures, newsletters, fliers and other hand outs published and used by The Arc and its affiliates.

The **Affiliates** series includes information on the various local affiliates, by county, in Michigan, their activities and including fee issues and additional correspondence. This series is arranged in alphabetical order.

The **Visual Materials** series consists of photographs of some staff of The Arc and of various events and conferences. Also in this series are a number of video tapes some produced by The Arc and others acquired for use by staff. A number of motion pictures are also found in this series.

Box No. Description

Board and Governance**Box 1**

History and milestones
 Mission and vision statements, 1998-1999 and undated
 President's manual, 1991
 Director's manual, 1991
 By laws
 1985-1996,
 2000; 2002
 Policies and procedures, 1983-1994
 Planning
 Strategic planning committee minutes, 1993-1994
 Strategic plan 1981-2004
 Development plan
 1981-1982
 1993-1996
 Operational plan, 1992-1994
 Position statements
 Resolutions
 Board retreat, 1994
 Minutes
 1988-1995
 1996-1999
 3/1999-12/1999
 2/2000-10/2000
 1/2001-12/2001 (2 folders)
 1/2002-12/2002 (2 folders)

Box 2

 1/2003-8/2003 (2 folders)
 8/2003-8/2004 (2 folders)
 Grants and budget requests
 Dated files
 1980-1986
 1988-1992
 Reports
 Agency review, 1987-1997
 Capital Area, 1991-1994
 Kalamazoo and South East Michigan, 1994-1996
 Out come highlights reports
 1994-1995
 1996-1997
 Allocations (United Way), 1993-1997
 Correspondence
 1/1989-12/1991
 1994-2003

Committees

Committee Goals and Objectives, 1989-1990
 Executive committee
 Biographies of Executive Committee and Directors at Large
 Minutes
 1991-1995
 3/1996-9/2000

Box No. Description

Committees (cont.)

Executive committee minutes (cont.)
Minutes (cont.)

Box 3

9/2000-12/2003
Audit / Finance
Audit committee, 2/1990-12/2002
Audits / Financial Statements
1956-1969 and 1971-1993 (39 reports in 1 expandable folder)
2001, 2004
Finance committee, 1/1988-4/2004 (2 folders)
Financial position, 2002
Budget
1993
3/1004-11/1994; 1/1995
Education committee
Minutes
9/1981-9/1999
1998-2000 (2 folders)

Box 4

2001
1/2002-3/2005
Special Education, quarterly progress reports, 2002-2003
Newspaper clippings, 2002-2003
Membership committee, 1991-1996
Nominating committee minutes
1/1995-3/1999
4/1999-2/2002
4/2003-11/2003
2004
Search committee, 2003

Conferences and Collaborations

Annual, 1999
Annual, 2000 (joint conference with Autism society) (include photographs)
Annual, 2001 (include photographs)
Annual, 2003
Annual, 2004
Annual, 2006
Other Conferences and Collaborations
Brochures and fliers

Reports

Annual, 1989-2007
End of Year, 1992-1993
Family Information Exchange County, 1998-1999
Family Information Exchange County, 2002 (4 folders)

Box No. Description

Reports (cont)**Box 5**

Family Information Exchange County, 2003 (3 folders)
Resource Development Reports, 2/1990-4/1996

Programs

Early On

Early On Cultural competency committee, 2003
Early On Infant Toddler intervention system grant, 2000 (2 folders)
Revised Early On individualized family service plan, 1999-2005
Data collection projects, 1999-2000
Newsletters, 1998-2005

Parent Leadership Program

Grant, 1996-2005 (2 folders)

Minutes,

1997-1999

2000

2001

Parent training Kit

Family support

Outreach grant, 1998-2003 (4 folders)

Family Gatherings

1999

Box 6

Lapeer

Oakland

Traverse Bay Area

Kalamazoo

Oceana and Muskegon

Alpena

Escanaba/Schoolcraft

2000 (include photographs)

Statistics and Analysis of Family Gatherings

Dignified Lifestyles minutes

1991-1996

1997 (2 folders)

1/1998-7/1998

8/1998-7/1999

Residential Services Monitoring Program, 1988-1990

Activism and advocacy

Developmental Disabilities Council / Michigan Department of
Mental Health (correspondence)

6/1991-12/1993

1/1994-11/1994

1/1995-8/1995

Group homes issues

Correspondence 1988

Newspaper clippings

Awards (2 folders)

Box No. Description

Publications**Box 6 (cont)**

Newsletters, 1992-2007
 Books, 1957; 1962
 Brochures and fliers
 West and South West region
 Upper Peninsula region
 Media Campaign and News release, 1986-1996

Affiliates and Affiliated Organizations

County ARC organizations

Box 7

Allegan-Arenac
 Bay-Copper Country
 Dearborn-Down River
 Genesee-Jackson
 Kalamazoo-Livingston
 Macomb-Muskegon
 Newaygo-Ottawa
 Plymouth-St. Clair
 Tuscola-Western Wayne
 Fee Issues – ARC affiliates
 Affiliations with United Way and Wayne State University
 1981-1985
 12/91-3/1994 (2 folders)
 1994-1999

Visual Materials

Photographs
 Events
 Staff

Videotapes (VHS copies)

Box 8

“The Arc Michigan, Buddy Bell PSA”
 “Advance Michigan, Vote NO, Proposals A and C, 1992”
 “The Ride, The Arc Cycling Program”
 “Billy Hawkins with Dr. Mike Kneale, 1990”
 “Being an Effective Child Advocate”
 “Parent Leadership Program at The Arc Michigan”

Motion Picture

Oversize

“Something in Common”