Minutes

March 24, 2017

Present:

Not Present:

Guests:

1. Overview from last week-
	1. Introductions
2. College Council Feedback

*ISP 490 Catalog Designation for Graduation*

* No feedback from College Council
1. ARC Liaison Report

*Chris Sweet*

* Discussing the Expressive Conduct Policy, use to be Freedom of Speech and Protest
	+ Why the change to the title?
	+ This seems less clear
* Continued conversation about the Recording Policy
* Chris will brreedom of Speech and Protestbring the title discussion back to ARC
1. Old Items
	1. ISP 191 Administrative Withdrawal
		* Changes look clear
		* Ready for college council 2nd read
		* Need a procedure
	2. ISP 160 Course Outline & Syllabus Information
		* Jackie, Tory, and Taylor
		* Consulted with Jil as well
		* Summary was updated
		* Tidy upped the standards
			+ Standard 1 should state “5 years”
		* updated safety information, added civil discourse expectation
		* Looking to see if we needed to add information to the Syllabus
			+ Most items were needed in the appendix
		* Some items are required on the Syllabus
			+ Legally need to be listed
			+ What is the legal minimum?
			+ Sue will research this
			+ Cynthia looked up the Oregon State Civil Right regulations and we seem to be in compliance
			+ We reference the handbook for some of these items
		* Eventually we should get some student feedback
		* What happens if the faculty does not include all the information in the syllabus
		* We might need a procedure
		* Retention Schedule updated and housed in the Curriculum Office
		* Will bring back to the April 14th meeting so that more faculty members can review the standard
	3. ISP 160A Course Syllabus Information and Sample
		* Format- perhaps a template might be useful so that we have consistency
		* Once in place, we need to communicate this out to the campus
		* Might need three separate appendices; a template, list of information topics, and existing page that includes college wide information (standard resource/policy page)
2. New Items
	1. Other Items Discussed
		* CPL is still meeting
			+ Reviewing existing documents to identify gaps or areas that need to be clarified or updated
3. Plan for next meeting
	1. Next meeting April 14th