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