Minutes

October 26, 2018

Present: Rich Albers, Jennifer Anderson, Adela Arguello, Tory Blackwell, Kelly Brennan, Jessica Buel, Lars Campbell, Klaudia Cuevas, Ryan Davis, Patty Deturk, Megan Feagles, Sharron Furno, Sue Goff (Chair), Jason Kovac, Jane Littlefield, Wes Locke, Jen Miller, Cynthia Risan, Kjirsten Severson, April Smith, Chris Sweet, Dru Urbassik (Recorder)

Not Present:

Guests:

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

*None*

1. ARC Liaison Report
   1. ARC 6xx Credit Load Policy
      * Feedback
      * Opportunity to provide guidance and formalize the process
      * Students get a notice if they try to register for 19 credits so they have to speak to someone
      * Next Step: ARC will bring to College Council
   2. ARC 6xx Credit Load Procedure
      * Not meant to create a barrier but a way to start a conversation
      * There is an appeal process
   3. ARC #xx Registration/Late Registration Policy
      * Coming from Chris and Jaimie
      * Developed in response to the needs of Ed Partnerships
        + Some student take the course in high school
        + They come to CCC and they take it again or try to back register
        + This change could result in students being charged twice for the same course or charged a higher amount
          - Students could challenge the course instead
      * We do not currently have an end date for when students can register for a class
      * Students can register for a course after the course was offered if they have instructor permission
      * Ed Partnerships tells the high school students that they have to register during the term that the course is offered
        + This results in parents and students receiving different information
      * We do have a registration deadline
        + Students are able to add a course late through a late registration process
        + Exempting open-access courses and high school partnership sections
      * The high school teachers will have the change, not CCC’s instructors
      * There is an appeal that could be submitted by the student
        + This goes through Jaime Clarke/Ed Partnerships
      * Next Step: ARC to bring to College Council
   4. ARC #xx Registration/Late Registration Procedure
   5. ARC Gap Analysis ISPs
      * No updates for the gap analysis
   6. Jennifer will be the official liaison
2. Old Items
   1. Webpage Updates
      * A draft page should be up within the next week
   2. ISP 150 Online Courses
      * Sue took this to President’s Council
        + No feedback
        + No second read needed
      * Also mentioned about what should and shouldn’t go to President’s Council
        + Tim and David are discussing this
        + They will work on some criteria so that this is more clear
      * What happened to ISP 150P?
        + There were discussions that a handbook could be created
        + This still needs to be completed
   3. Sub-committee Updates
      * ISP 373/371/372
        + Dru and Dustin
        + Report back November 9th
      * Study Away
        + Add Tory Blackwell
      * ISP 491 and ISP 191 should be removed from the list
      * Acceptance of Credit
        + Need a lead
        + Jennifer Anderson (lead)
      * ISP 481 can be removed
      * Reordering
        + November 9th
        + This will be added to the ISP work list for this academic year
      * Calendaring
        + November 9th
        + This will be added to the ISP work list for this academic year
3. New Items
   1. ARC/ISP Process
      * ARC has been good about bringing items to ISP
      * ISP should be bringing information to ARC as well
      * ARC updates
        + Has formalized their processes
        + Should result in more information coming to ISP
      * If there is overlap ARC could ask ISP members to assist in the creation of the standards and procedures
        + Could result in increasing faculty input for ARC work
4. Next Meeting
   1. ISPs
      * ISP 373 College Level Examination Program (CLEP)
      * ISP 371 Advanced Placement
      * ISP 372 International Baccalaureate
      * ISP 481 Recognition