ISP Meeting Minutes

May 8, 2020

Present: Jennifer Anderson, Tory Blackwell, Ryan Davis, Patty DeTurk, Taylor Donnelly, Sharron Furno, Sue Goff (Chair), Beth Hodgkinson (Recorder), Jen Miller, Melinda Nickas, Cynthia Risan, April Smith, Chris Sweet, Dru Urbassik

Not Present: Rich Albers, Kelly Brennan, Jessica Buel, Lars Campbell, Jason Kovac, Wes Locke, Kjirsten Severson, Cathy Warner

Guests: None

1. Overview from last week
   1. Introductions
2. College Council Feedback
3. ARC Liaison Report
   1. No report
4. Old Items
   1. ISP 191/ISP 191P Administrative Withdrawal
      * Jennifer presented at Faculty Senate. She shared the suggestions to clarify language:
      * Standard 1 - modify language to “students can be dropped during the two week add/drop window” so it aligns with our add/drop date and matches the /procedure with the standard.
      * Standard 4 & 5 – references to other groups such as the Care Team or the Business Office that may need to notify the Registrar that a student needs to be academically withdrawn – not the instructor. Language needs clarification when the faculty initiates the process or when others initiate the process.
      * Big discussion was around the “must” withdrawal students and the process to have faculty do this. Many faculty do not regularly take attendance.
      * Jennifer and Chris will clean up the document. Sue suggested creating a FAQ document/fact sheet to send to faculty leadership before the standard goes to College Council to address the concerns that came up at Senate. Include what the emphasis is as well as the benefits along with a link for comments.
   2. ISP 280 Grading
      * Jennifer presented at Faculty Senate.
      * Many of the same questions were raised about tracking attendance. Suggestions made to clarify the language.
      * The FAQ document/fact sheet will be helpful to help finalize.
      * Bring back these standards early next year to adopt.
   3. ISP 281/ISP 281P Grade Dispute Process/Procedure
      * Taylor reported that several attempts were made to gather feedback from the Part-Time Faculty leadership. Patty DeTurk shared that the Part-Time Faculty are meeting soon and should be able to share feedback. No feedback from the Full-Time Faculty Senate.
      * Sue stated that this standard could be ready to move forward, so she suggested that we provisionally move this standard forward. If there is significant feedback, we could pull the standard. The committee agreed to have the standard included on the College Council agenda in the hopes to have something in place to serve our students.
5. New Items
6. Next Meetings
   1. There is one meeting remaining for spring term. The committee will continue to work, process, and ready standards for upcoming College Council meetings.