ISP Meeting Minutes

February 26, 2021

Present: Jennifer Anderson, Tory Blackwell, Lars Campbell, Frank Corona, Ryan Davis, Patty DeTurk, Taylor Donnelly, Jackie Flowers, Sharron Furno, Sue Goff (Chair), Beth Hodgkinson (Recorder), Wes Locke, Melinda Nickas, Cynthia Risan, Chris Sweet, Dru Urbassik, Cathy Warner

Not Present: Jason Kovac, Jen Miller, Tracey Pantano-Rumsey, April Smith

Guests: Eric Lee, Sarah Steidl

1. Overview
   1. Welcome and Introductions
2. College Council Feedback
   1. ISP 650/650P Educational Research Involving Human Subjects

ISP 281/281P Grade Appeal

* These new standards/procedures were scheduled for Presidents’ Council on February 16, but due to weather conditions, the college closed.
* Cynthia will take them to the next scheduled Presidents’ Council on March 2.

1. ARC Liaison Report
   1. ARC Update
      * Next meeting is March 8, where we will do our DEI Training.
      * The Use of Student Legal and Chosen Name policy was approved.
2. Old Items

1. Academic Honesty/Honor Code

* + - As scheduled, Eric Lee returned to continue the discussion of the idea of the college adopting an honor code statement.
    - Faculty shared feedback gathered from their colleagues.
      * Many faculty were interested in a college-wide honor code.
      * The idea of establishing a strong culture of academic integrity.
      * Help guide students to make good life decisions.
    - Taylor supplied a draft using the current version of the standard, ISP 190 Academic Honesty. Taylor added additional recommendations within that standard, rather than in an appendix because it is a significant part of the culture that we are trying to fortify.
      * More effective as a campus-wide, shared pledge.
      * Bigger college-wide discussions about honor code implementation.
        + Where would a statement be located? At the end or beginning of an assessment, a separate document, and/or on the syllabus.
      * Need feedback from the Faculty Senate and ASG for further input.
    - Should additional information be included in the Student Handbook?
    - Sue will reach out to ASG and Lars to the Faculty Senate.
    - Bring back feedback to the April 9 meeting.
    - Plan to invite John Ginsberg as a future guest to discuss items of concern.
      * Student Handbook concern
      * Follow up on ISP committee student representation.

II. DEI Training

* ISP Committee is scheduled for Interim DEI Framework Training on March 12 from 1:30-3:30 p.m. The training will take the place of our regularly scheduled ISP meeting.

III. Committee Charter

* Taylor made the suggested updates since our last meeting.
* Dru suggested eliminating the list of current committee members from the charter. Add a link to the internal ISP webpage on the Portal to the document.
* Sue agreed to Dru’s suggestion and requested another link to direct individuals to the public policy website.
* Taylor will forward to the document to Beth. Beth will update to include the link, and she will post the charter on the ISP internal website on Portal.

V. Next Meeting

I. Study Away – Ryan and Tory will bring back feedback on April 9.

II. ISP 650/ISP 650P Educational Research Involving Human Subjects and ISP 281/ISP 281P Grade

Dispute along with draft document to accompany the CCC Student Handbook – Cynthia Risan will

present at Presidents’ Council on March 2.

III. ISP 170 Textbook and Instructional Materials Adoption – Taylor will meet with subcommittee and

come back on April 9.

IV. ISP 191/191P Administrative Withdrawal and ISP 280 Grading – Next at College Council on March 5 for first reads.

V. ISP 161 Course Creation, Edits, Inactivation and Deactivation, ISP 162 Program Creation and Approval, ISP 165 Program Suspension & Reinstatement, and ISP 166 Program Amendments –

Dru will bring back the four ISPs to our next meeting.