**ISP MEETING AGENDA**

**Date**: April 8, 2022 | **Time**: 8:00am-9:30am | **Location**: Zoom | **Recorder**: Beth Hodgkinson

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| **COMMITMENTS** | | | | | | | |
| **Date** | **Who** | **What** | | | | **Committed To** | **When** |
| 3-11-22 | Beth | Check with Marketing to inquire about ISP/ARC website activity | | | | Sue | Spring Term |
| 10-8-21 | Sue | ISP Information for Associate Faculty Members | | | | Leslie | TBD |
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| **­ TOPIC/ITEM** | | | **Facilitator** | **Time** | **Key Points Provide 50 words or less on expected outcome** | | |
| **Welcome and Introductions** | | | Sue | 5 min |  | | |
| **College Council Feedback** | | | Sue | 5 min | ISP 195 Study Away Policy – First Read  ISP 350 Credit Hour Policy – First Read | | |
| **ARC Liaison Report** | | | Jennifer | 5 min | Update | | |
| **Old Items** | | | Sharron  Sarah  Sue | 10 min  10 min  10 min | ISP 160/160A Course Outlines and Course Syllabus Information   * ISP 161 Course Creation, Edits, Inactivation, and Reactivation   ISP 373 College Level Examination Program  ISP Meeting Norms | | |
| **New Items** | | | Sue | 10 min | Assign the outstanding standards from 2016  ISP 461 Registration and Transcript Restrictions  ISP 470 Course Substitution or Waiver  ISP 180 Continuing Education Units (CEUs) | | |

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| **FUTURE AGENDA ITEMS FOR MEETINGS--Committee’s Standards Review From Past Years With Progress Status:** | | | | |
| **Topic/Item** | **Facilitator** | **Key Points Provide 50 words or less on expected outcome** | | **Report Back Date** |
| ISP 160/160A Course Outlines and Course Syllabus Information | Sharron/Leslie/Jackie/  Dru/Josiah/Scot Pruyn | Sharon and the subcommittee team will continue to review the course outline/gen ed discussion and exam the course approval process. Currently, the subcommittee is thinking about adding new language to ISP 161 Course Creation, Edits, Inactivation, and Reactivation. | | April 8 |
| ISP 190 Academic Honesty | Sue/Jen/Sharon/Russ | The subcommittee will pull out the procedure language from the policy to create a procedure. | | Spring Term |
| ISP 195/ISP 195P Study Away | Tory and Jen | Policy is ready for the second read at College Council on April 15. | | April 22 |
| ISP 350 Credit Hour Policy Standard | Jen/Patty/Cathy/Berri | Policy is ready for the second read at College Council on April 15. | | April 22 |
| ISP 373 College Level Examination Program | Sarah | Sarah will come back to present her findings. | | April 8 |
| ISP 460 Underage Enrollment - Students Under 18 | Chris and Jennifer | Review policy and procedure. College needs technological way to enforce this policy. Chris will take lead with Jennifer’s assistance. | | Spring Term |
| ISP 480 Academic Standing | Chris/Dustin Bare/ Tracey/Jackie/Josiah | Chris will take back suggestions from the February 25 meeting and bring back a new version. | | April 22 |
| Posthumous Degree | Jennifer/Chris/Sarah/Jackie | Create a new ISP for the college. | | Spring Term |
| ISP Goals – Notifing Faculty | Tory/Russ  Sue  Beth | Create a master document to help communicate the policies and procedures of the college.  Once the master document has been created, Sue will follow up to Katrina Boone to ask about an ISP addition to the document, Best Practices and Resources for Online Learning.  Send an annual email to Associations. | |  |
| **Upcoming Meeting Date** | **Start Time** | **End time** | **Location** | |
| April 8 & 22  May 13 & 27 | 8:00am | 9:30am | https://clackamas.zoom.us/j/4107104682 | |

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| **MEMBERS** | Jennifer Anderson, Tory Blackwell, Lars Campbell, Frank Corona, Ryan Davis, Patty DeTurk, Taylor Donnelly, Willie Fisher, Jackie Flowers, Sharron Furno, Sue Goff (Chair), Berri Hsiao, Beth Hodgkinson (Recorder), Jason Kovac, Jeff McAlpine, Jen Miller, Melinda Nickas, Leslie Ormandy, Tracey Pantano-Rumsey, Russ Pasewald, David Plotkin, Cynthia Risan, April Smith, Chris Sweet, Dru Urbassik, Cathy Warner, DW Wood |

*Remaining Standards—in approval date order 2016 -2017:*

Feb. 24, 2016 ISP 350 Credit Hour Policy Standard

Aug. 3, 2016 ISP 480 Academic Standing

Oct. 14, 2016 ISP 460 Underage Enrollment – Students Under 18

Oct. 14, 2016 ISP 461 Registration and Transcript Restrictions

Oct. 14, 2016 ISP 470 Course Substitution or Waiver

Oct 28, 2016 ISP 180 Continuing Education Units (CEUs)

Feb. 14, 2017 ISP 370 Advanced College Credit (ACC)

Feb. 24, 2017 ISP 290 Educational Progress

Feb. 24, 2017 ISP 374 Dantes Subject Standardized Tests (DSST)

Mar. 24, 2017 ISP 490 Catalog Designation for Graduation Requirements