**ISP MEETING AGENDA**

**Date**: April 22, 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 – 2nd Read  ISP 350 Credit Hour Policy – 2nd Read  ISP 371 Advanced Placement (AP) – 1st Read  ISP 372 International Baccalaureate (IB) – 1st Read  ISP 373 College Level Examination Program (CLEP) – 1st Read  ISP 374 DANTES Subject Standardized Tests (DSST) – 1st Read | | |
| **ARC Liaison Report** | | | Jennifer | 5 min | Update | | |
| **Old Items** | | | Chris  Dru | 15 min  10 min | ISP 480 Academic Standing  ISP 161 Course Creation, Edits, Inactivation, and Reactivation  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  ISP 161 Course Creation, Edits, Inactivation, and Reactivation | Sharron/Leslie/Jackie/  Dru/Josiah/Scot Pruyn | The subcommittee added suggested language to ISP 161 Course Creation, Edits, Inactivation, and Reactivation. Dru will take the revised version of ISP 161 to the Curriculum Committee for feedback and report back at our next meeting. | | April 22 |
| ISP 180 Continuing Education Units (CEUs) | Dru/Willie/Russ | The subcommittee will review and update the policy. Dru will bring back to review updates. | | April 22 |
| ISP 190P 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. | | April 22 |
| ISP 350 Credit Hour Policy Standard | Jen/Patty/Cathy/Berri | Policy is ready for the second read at College Council. | | April 22 |
| ISP 371 Advanced Placement (AP)  ISP 372 International Baccalaureate (IB) ISP 373 College Level Examination  Program (CLEP) and ISP 373P  ISP 374 DANTES Subject Standardized  Tests (DSST) | Sarah | Sarah updated the language for ISP 373 along with the other three non-traditional college credit options as a package to College Council. After these policies have been adopted, Sarah with the help of Chris will update the procedure for ISP 373 and the others. | | April 22 |
| 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 461 Registration and Transcript Restrictions | Chris/Patty | Review and update the policy. | | Spring Term |
| ISP 470 Course Substitution or Waiver | Sarah/Tracey/Sue | Review and update the policy and create a procedure. | | Spring Term |
| ISP 480 Academic Standing | Chris/Dustin Bare/ Tracey/Jackie/Josiah | Chris will present a revised version of ISP 480. | | 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 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