**ISP MEETING AGENDA**

**Date**: May 13, 2022 | **Time**: 8:00am-9:30am | **Location**: Zoom | **Recorder**: Beth Hodgkinson

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **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 |
|  | | | | | | | |
| **­ 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 180 Continuing Education Units (CEUs) – 1st Read  ISP 480 Academic Standing – 1st Read  ISP 371 Advanced Placement (AP) – 2nd Read  ISP 372 International Baccalaureate (IB) – 2nd Read  ISP 373 College Level Examination Program (CLEP) – 2nd Read  ISP 374 DANTES Subject Standardized Tests (DSST) – 2nd Read | | |
| **Presidents’ Council Feedback** | | | Cynthia | 5 min | ISP 350 Credit Hour Policy | | |
| **ARC Liaison Report** | | | Jennifer | 5 min | Update | | |
| **Old Items** | | | Sue/Beth  Dru  Tory/Russ | 10 min  10 min  10 min | ISP 195 Study Away Policy – Associated Documents & Location  ISP 161 Course Creation, Edits, Inactivation, and Reactivation  ISP 181 Related Instruction  ISP Summary Document <https://docs.google.com/document/d/1Y2XXrqMLOOInTi-dUfLU0_WW0zeOFiTf93esh9MjzjM/edit?usp=sharing> | | |
| **New Items** | | | Sarah  Sue | 10 min  5 min | ISP 470/470P Course Substitution or Waiver  Potential New ISP – Instructional Modalities | | |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **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 | Dru will share feedback received from the Curriculum Committee on ISP 161 and **ISP 181 Related Instruction** and their suggestion of recreating a general education ISP. | | May 13 |
| ISP 180 Continuing Education Units (CEUs) | Dru/Willie/Russ | Dru will share feedback from the College Council first read. | | May 13 |
| 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 | Sue and Beth will follow up on the associated ISP 195/195P documents and propose a location on the CCC website. | | May 13 |
| ISP 350 Credit Hour Policy Standard | Jen/Patty/Cathy/Berri | Cynthia will share feedback from Presidents’ Council. | | May 13 |
| 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 | Update committee with feedback received from the College Council second read.  At the following meeting, Sarah will present the four updated procedures and present at the following meeting. | | May 13  May 20 |
| 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 | Sarah will review the updates to the policy and procedure. | | May 13 |
| ISP 480 Academic Standing | Chris/Dustin Bare/ Tracey/Jackie/Josiah | Share information from the first read at College Council. | | May 13 |
| 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** | |
| May 13 & 27 | 8:00am | 9:30am | https://clackamas.zoom.us/j/4107104682 | |

|  |  |
| --- | --- |
| **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

Dec. 8, 2017 ISP 360 Credit for Prior Learning (CPL)