**ISP MEETING AGENDA**

**Date**: May 27, 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 | 10 min | ISP 161 Course Creation Edits Inactivation and Reactivation – 1st Read  ISP 180 Continuing Education Units (CEUs) – 2nd Read  ISP 480 Academic Standing – 2ndRead | | |
| **Old Items** | | | Sarah  Sarah | 20 min | ISP 371P Advanced Placement (AP)  ISP 372P International Baccalaureate (IB)  ISP 373P College Level Examination Program (CLEP)  ISP 374P DANTES Subject Standardized Tests (DSST)  ISP 470 Course Substitution or Waiver | | |
| **New Items** | | | Sue | 5 min | 2022-2023 ISP Membership | | |

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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 150 Online Courses | Tory/Dru/Sue/Sharron/  Russ/Leslie | A recent request came to the committee to create a new ISP on the college’s current instructional modalities. First, we will begin the conversation to review the current language of ISP 150. Note: Possibly reference to ISP 350 Credit Hour Policy. | | Fall Term |
| ISP 161 Course Creation, Edits, Inactivation, and Reactivation | Sharron/Leslie/Jackie/  Dru/Josiah/Scot Pruyn | Sue will share feedback from the College Council 1st read. | | May 27 |
| ISP 180 Continuing Education Units (CEUs) | Dru/Willie/Russ | Sue will share feedback from the College Council 2nd read. | | May 27 |
| ISP 181 Related Instruction | Dru/Lars/Melinda/Sue | The continued conversation with the Curriculum Committee around ISP 161 initiated a review for ISP 181. In addition, the Curriculum Committee brought up the question or recreating an ISP for general education, which is yet to be determined. | | Fall Term |
| 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/Sue/Beth | Verify and update the process language, confirm the point of contact, and the college standardized forms that must be submitted prior to travel. Once finalized, bring back to ISP for review prior to College Council. | | Fall Term |
| ISP 371P Advanced Placement (AP)  ISP 372P International Baccalaureate (IB) ISP 373P College Level Examination  Program (CLEP)  ISP 374P DANTES Subject Standardized  Tests (DSST) | Sarah | Sarah will bring the updated procedures. | | May 27 |
| 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 follow up with Advising and present new edits at the following meeting. | | May 27 |
| ISP 480 Academic Standing | Chris/Dustin Bare/ Tracey/Jackie/Josiah | Sue will share feedback from the College Council 2nd read. Request from Chris to implement Fall 2023. | | May 27 |
| Posthumous Degree | Jennifer/Chris/Sarah/Jackie | Create a new ISP for the college. | | Spring Term |
| ISP Goals – Notifing Faculty | Tory/Russ  Sue  Beth | Tory and Russ created the template for the summary document. During summer, Sue and Beth will fill in the necessary information for this quick reference guide. The guide will be used to capture necessary edits, add a missing procedure, and be used with the regular review process. It will be useful as part of our developing communication plan to be shared annually with the college community and will live on the ISP webpage.  Once the guide is complete, 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 communication early fall to the Associations. | | Ongoing |
| **Upcoming Meeting Date** | **Start Time** | **End time** | **Location** | |
| May 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

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