**INSTRUCTIONAL STANDARDS & PROCEDURES MEETING AGENDA**

**Date**: January 13, 2023 | **Time**: 8:00am-9:30am | **Location**: Zoom | **Recorder**: Beth Hodgkinson

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|  **COMMITMENTS** |
|  **Date** |  **Who** |  **What** | **Committed To** | **When** |
| 10-14-22 | Beth | She will continue work on the quick reference guide, the ISP Summary Document.  | ISP Committee | TBD |
| 10-28-22 | Beth | She will create a Word document with a link to the Google drive DEI Framework and make available on the ISP committee website. | ISP Committee | 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 |  |
| **Presidents’ Council Feedback** | Sue |  5 min | ISP 480 Academic Standing  |
| **Old Items** | DruTaylorMelindaJennifer & ChrisChrisSarah |  5 min15 min 5 min15 min 5 min15 min | ISP 181 Related Instruction ISP 190P Academic HonestyISP 290 Educational ProgressISP 460/460P Underage Enrollment – Students Under 18ISP 461 Registration and Transcript RestrictionsISP 470/470P Course Substitution or Waiver |
| **New Item** | Tara Sprehe & Kelly Love | 20 min | First-Year Experience (FYE) as a Graduation Requirement |

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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 | Dru/Tory/Sue/Sharron/Russ/Leslie | Dru will provide an update their progress so far as they continue to review the current language of ISP 150. A new ISP policy may need to be created.  | Feb. 10 |
| ISP 181 Related Instruction | Dru/Lars/Melinda/Sue | The subcommittee will review ISP 181 as requested by the Curriculum Committee. Dru will share an update on ISP 181. Further follow up will discover if there is a need to recreate an ISP for general education. Estimating that this work will be complete in spring term. | January 13 |
| ISP 190P Academic Honesty | Taylor/Jen/Sharron/Patty/Jennifer/Leslie/DW | Taylor and the subcommittee will work to create a procedure.  | January 13 |
| 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.  | Winter Term  |
| ISP 290 Educational Progress | Melinda/Jennifer/Tracy | Melinda checked with Jason Kovac – past Accreditation Team concerns. Melinda will provide the committee an update.  | January 13 |
| ISP 360 Credit for Prior Learning (CPL) | Chris | Chris checked with Jason Kovac – past Accreditation Team concerns. With the assistance of the grant, ISP 360 will assess the current practices and policies. The ISP committee will hold on updating ISP 360 until next year.  | 2023-24 |
| ISP 460/460P Underage Enrollment - Students Under 18 | Chris and Jennifer | This policy and procedure are ready for committee review. The college needs technological way to enforce this policy.  | January 13 |
| ISP 461 Registration and Transcript Restrictions | Chris/Patty | Chris is ready to provide the committee with an update.  | January 13 |
| ISP 470/470P Course Substitution or Waiver | Sarah/Tracy/Sue | The policy and procedure are ready for committee review.  | TBD |
| ISP 480 Academic Standing | Chris/Dustin Bare/ Tracy/Jackie/Josiah | Sue will share feedback from Presidents’ Council.  | January 13 |
| Posthumous Degree | Jennifer/Chris/Sarah/Jackie | The committee will create a new ISP.  | TBD |
|  **Upcoming Meeting Date** | **Start Time** | **End time** |  **Location**  |
| January 27February 10 & 24March 10 & 24April 14 & 28May 12 & 26June 9 | 8:00am | 9:30am | https://clackamas.zoom.us/j/4107104682 |

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|  **MEMBERS** | Jennifer Anderson, Tory Blackwell, Armetta Burney, Lars Campbell, Ryan Davis, Patty DeTurk, Taylor Donnelly, Willie Fisher, Jackie Flowers, Sharron Furno, Sue Goff (Chair), Beth Hodgkinson (Recorder), Jason Kovac, Jen Miller, Melinda Nickas, Leslie Ormandy, Tracy Pantano-Rumsey, David Plotkin, Sarah Steidl, Chris Sweet, Dru Urbassik, Cathy Warner, DW Wood, ASG representative |

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

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

Oc.t 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)

May 12, 2017 ISP 290 Educational Progress

Feb. 9, 2018 ISP 260 Placement Assessment

April 13, 2018 ISP 160 Course Outline & Syllabus Information

April 13, 2018 ISP 360 Credit for Prior Learning (CPL)

April 27, 2018 ISP 472 Repeat of Courses for GPA Recalculation

May 10, 2018 ISP 164 Class Cancellation Guidelines

May 25, 2018 ISP 390 Work-Based Learning (Cooperative Work Experience)

Sept. 28, 2018 ISP 261 Math Placement Information in Career Technical Degrees \*Updated by Career Tech Team

Oct. 12, 2018 ISP 491 Residency Requirement for Graduation

Oct. 19, 2018 ISP 150 Online Courses

Feb. 8, 2019 ISP 371 Advanced Placement

Feb. 8, 2019 ISP 372 International Baccalaureate

March 8, 2019 ISP 181 Related Instruction

May 10, 2019 ISP 270 Testing Center Procedures for Faculty Assigning Exams

May 10, 2019 ISP 380 Acceptance of Credit

May 10, 2019 ISP 392 Contractual Relationships with Organizations Not Regionally Accredited

Oct. 25, 2019 ISP 373 College Level Examination Program (CLEP)