**INSTRUCTIONAL STANDARDS & PROCEDURES MEETING AGENDA**

**Date**: April 28, 2023 | **Time**: 8:00am-9:30am | **Location**: Zoom | **Recorder**: Beth Hodgkinson

|  |
| --- |
|  **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 |
|  |
|  **­ 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 460 Underage Enrollment: Students 17 and Younger Policy – 1st ReadISP 470 Course Substitution or Waiver Policy – 1st Read |
| **ARC Liaison Report**  | Chris | 5 min | Update |
| **Old Items** | TaylorBeth |  10 min 15 min | ISP 190/190P Academic HonestyISP 195/195P Study Away |
| **New Items** | Sue |  10 min | ISP 472 Repeat of Courses for GPA Recalculation |

|  |
| --- |
|  **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 | DW/Leslie/Ryan/Jackie | New subcommittee to review ISP 150. | Spring Term |
| ISP 151 Course Modalities | Dru/Tory/Sue/Sharron/Leslie | This policy is ready to be presented to College Council for the second read.  | May 5 |
| ISP 181 Related Instruction | Dru/Lars/Melinda/Sue | Dru shared that the Curriculum Committees focus has been on General Education. Currently, they are waiting on the Related Instruction group to make updates.  | Spring Term |
| ISP 190P Academic Honesty | Taylor/Jen/Sharron/Patty/Jennifer/Leslie/DW | Taylor has met with the Faculty Senate and the Associated Student Government. Beth will follow up with the last group, the Associate Faculty Board. She will forward an email including the draft documents and welcome the feedback and comments prior to forwarding to College Council.  | TBD |
| ISP 195/ISP 195P Study Away | Tory/Jen/Sue/Beth | Beth is close to verifying the policy information. Once finalized, she will bring it back to ISP for review prior to College Council.  | Spring Term  |
| ISP 290 Educational Progress | Melinda/Jennifer/Tracy | Melinda and the subcommittee will reach out to other institutions for other language around educational progress.  | Spring Term |
| ISP 360 Credit for Prior Learning (CPL) | Chris | Chris shared that he is working to schedule training for faculty and staff to access current practices and policies for faculty and staff in late May. The committee will hold on updating ISP 360 until next year.  | 2023-24 |
| ISP 460/460P Underage Enrollment - Students Under 18 | Chris and Jennifer | The policy went to Presidents’ Council on April 18 for the first read. | In Process |
| ISP 461 Registration and Transcript Restrictions | Chris/Patty | Chris is waiting on potential new legislation upcoming in 2024. The committee will hold on updating ISP 360 until next year.  | 2023-24 |
| ISP 470/470P Course Substitution or Waiver | Sarah/Tracy/Sue | The policy went to Presidents’ Council on April 18 for the first read.  | In Process |
| First Year Experience (FYE) as a Graduation Requirement | Chris/Sarah/DWTara Sprehe/Kelly Love | The subcommittee will either consolidate graduation requirements into one or create a new ISP. Chris reported that he is waiting on Tara and Kelly for language. This policy must be approved by fall 2023 for fall 2024 implementation. | TBD |
| Posthumous Degree | Jennifer/Chris/Sarah/Jackie | The subcommittee will create a new ISP.  | TBD |
|  **Upcoming Meeting Date** | **Start Time** | **End time** |  **Location**  |
| May 12 & 26June 9 | 8:00am | 9:30am | https://clackamas.zoom.us/j/4107104682 |

|  |  |
| --- | --- |
|  **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, DW Wood, ASG representative |

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

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

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

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