**INSTRUCTIONAL STANDARDS AND PROCEDURES COMMITTEE MINUTES**

**Date**: April 14, 2023 | **Time**: 8:00am-9:30am | **Location**: Zoom | **Recorder**: Beth Hodgkinson

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| **Agenda Topic** | **Facilitator** | | **Meeting Minutes** | | |
| **Welcome and Introductions** | Sue | |  | | |
| **Upcoming Presidents’ Council Review** | Sue | | **ISP 460 Underage Enrollment: Students 17 and Younger Policy**  **ISP 470 Course Substitution or Waiver**  *Both are scheduled for a first read on April 18.* | | |
| **College Council Review** | Sue | | **ISP 151 Course Modalities** – The policy was reviewed and feedback was shared during the first read. | | |
| **Old Items** | Dru  Melinda | | **ISP 151 Course Modalities** – Dru shared the College Council feedback Council with her subcommittee. The version Dru brought forward to ISP was streamlined and included less repetitive language. The committee was satisfied with the new language. Dru will ready for a second read at College Council.  **ISP 290/190P Educational Progress** – Melinda shared the input from Jennifer Anderson. Sue asked if Melinda reached out to other institutions to review their policy language. Melinda plans to research other institutions current practice and their policy language. | | |
| **New Items** |  | | **Accreditation Visit** – Sue shared during the accreditation visit to do with policies. There was some concern expressed that our policies were not up to date, but not to the point that we received a recommendation. Due to the length of time it takes to move policies through the review process, it was suggested there be a way to expedite the process. The Accreditation Team was not happy that ISP 360 Credit for Prior Learning (CPL) wasn’t up to date, even though we explained we were awarded a grant with an outside entity. As we continue to do good work, we don’t want to fall behind.  **ISP 150 Online Courses** – This policy was called out during our accreditation visit as another outdated policy. DW stepped up to review the language of this policy with the assistance of subcommittee members Leslie, Ryan, Jackie. Then a pass through the Center for Teaching and Learning before it comes back to ISP. | | |
| **Review for Next Meeting** | Sue | | * **ISP 460** & **ISP 470** – Both will go to Presidents’ Council on April 18 for the first review.   **• ISP 151 Course Modalities** – The policy will return to College Council for the second read.  **• ISP 290/290P Educational Progress** – Melinda will seek additional language from other institutions.   * **ISP 150 Online Courses** – DW will lead and work with Leslie, Ryan, and Jackie to review this policy. | | |
| **Present:**  Tory Blackwell, Lars Campbell, Ryan Davis, Taylor Donnelly, Willie Fisher, Jackie Flowers, Sharron Furno, Sue Goff (Chair), Beth Hodgkinson (Recorder), Jen Miler, Melinda Nickas, Leslie Ormandy, David Plotkin, Sarah Steidl, Chris Sweet, Dru Urbassik, DW Wood, Josiah Smith (ASG Representative)  **Absent**: Jennifer Anderson, Armetta Burney, Patty DeTurk, Jason Kovac, Tracy Pantano-Rumsey | | | | | |
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| **Upcoming Meeting Dates** | | **Start Time** | | **End time** | **Location** |
| April 28  May 12 & 26  June 9 | | 8:00am | | 9:30am | https://clackamas.zoom.us/j/4107104682 |