**INSTRUCTIONAL STANDARDS & PROCEDURES MEETING AGENDA**

**Date**: June 9, 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 151 Course Modalities - *Did not move forward to Presidents’ Council on June 6.*  ISP 195/ISP 195P Study Away – 2nd Read  ISP 472 Repeat of Courses for GPA Recalculation – 1st Read | | |
| **ARC Liaison Report** | | | Jennifer A. | 5 min | Update | | |
| **New Items** | | | Dru | 5 min | Request to Update ISP 350 | | |
| **Old Items** | | | Taylor | 10 min | ISP 190/190P Academic Honesty UPDATE | | |

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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 | DW/Leslie/Ryan/Jackie | Continue to review the policy with other college experts. When the subcommittee is ready, it will return to the committee. | | Fall 2023 |
| ISP 151 Course Modalities | Dru/Tory/Sue/  Sharron/Leslie | This policy was pulled from the Presidents' Council agenda for further review to align with other online-related policies and procedures to ensure compliance with associated laws. | | Fall 2023 |
| ISP 170 Textbook and Instructional Materials Adoption | ISP Committee | The policy and procedure will be reviewed to ensure compliance with associated laws. | | Fall 2023 |
| ISP 181 Related Instruction | Dru/Lars/Melinda/Sue | The subcommittee will review ISP 181 as requested by the Curriculum Committee. Further follow up will discover if there is a need to recreate an ISP for general education. The subcommittee will report back in the next academic year. | | 2023-24 |
| ISP 190/190P Academic Honesty | Taylor/Jen/Sharron/Patty/  Jennifer/Leslie/DW | The Academic Honesty Alert (ADA) Form is close to complete. Taylor and Jennifer will continue to review and bring back an  end-of-year update. | | June 9 |
| ISP 195/ISP 195P Study Away | Tory/Jen/Sue/Beth | The policy and procedure are ready to be posted to our webpage. | | TBD |
| ISP 290 Educational Progress | Melinda/Jennifer/Tracy | Melinda and Taylor will continue finalizing the policy and procedure. When ready, the subcommittee will bring back to ISP for a final review prior to presenting at College Council. | | Fall 2023 |
| ISP 360 Credit for Prior Learning (CPL) | Chris | The ISP committee will hold on updating ISP 360 until the next academic year. | | 2023-24 |
| ISP 461 Registration and Transcript Restrictions | Chris | Chris is waiting on potential new legislation. He will report back during the next academic year. | | Fall 2023 |
| ISP 472 Repeat of Courses for GPA Recalculation | ISP Committee | The policy will be presented to Presidents’ Council in the fall for the second read. | | Oct. 2023 |
| ISP 493 First Year Experience (FYE) as a Graduation Requirement | Chris/Sarah/DW  Tara Sprehe/Kelly Love | Further work to be done. When ready, the new proposed policy will come back to ISP for review. | | Fall 2023 |
| Posthumous Degree | Jennifer/Chris/Sarah/Jackie | The subcommittee will create a new ISP. | | TBD |
| **Upcoming Meeting Dates** | **Start Time** | **End time** | **Location** | |
| TBD | 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, DW Wood, ASG representative |

*Remaining Standards—in approval date order 2016 -2020:*

Oct. 14, 2016 ISP 461 Registration and Transcript Restrictions

Feb. 14, 2017 ISP 370 Advanced College Credit (ACC)

March, 24, 2017 ISP 490 Catalog Designation for Graduation Requirements

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

April 24, 2020 ISP 171 Academic Use of CCC Brand and Logo

April 24, 2020 ISP 481 Recognition of Academic Excellence