**INSTRUCTIONAL STANDARDS & PROCEDURES (ISP) COMMITTEE AGENDA**

**Date**: November 22, 2024 | **Time**: 8 to 9:30 a.m. | **Location**: Zoom | **Recorder**: Beth Hodgkinson

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| **Topic/Item** | **Facilitator** | **Time** | **Key Points and Expected Outcome** |
| **New Business** | Sue | 15 min | * Proposed Instructional and Student Services Policy Group |
| **Old Business** | Chris  Chris  Chris  Dru  Dru  Sarah  Sue | 5 min  10 min  10 min  5 min  10 min    10 min  5 min | * ISP 280P Grading Procedure * ISP 490 Catalog Designation for Graduation Requirements * ISP 481 Recognition of Academic Excellence * ISP 390 Work-Based Learning (Cooperative Work Experience) Request * ISP 392/392A Contractual Relationships with Organizations Not Regionally   Accredited   * Posthumous Degree * Outstanding ISPs   + ISP 164 Class Section Cancellation Policy & Procedure   + ISP 260 Placement Assessment Policy   + ISP 261 Fulfilling Math Requirements in Career and Technical Degrees or   Certificate Programs Policy   * + ISP 270 Testing Center for Faculty Assigning Proctored Exams Policy/Procedure   + ISP 360 Credit for Prior Learning (CPL) Policy/Procedure   + ISP 491 Residency Requirement for Graduation Policy |

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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 the Expected Outcome** | | **Report Back Date** |
| New Policy: Career and Technical Education (CTE) Program Advisory Committee Policy | Sue/Armetta | | A subcommittee has been formed to create a new policy and procedure if needed. | | Jan. 10 |
| New Policy: Artificial Intelligence (AI) Policy | DW/Lupe/Jackie/Leslie | | A subcommittee has been formed to create a new policy and procedure if needed. | | May 9 |
| ISP 160 Course Outline & Syllabus Information | Sue/DW/Leslie | | This policy will be reviewed this year. | | Feb. 14 |
| ISP 164 Class Cancellation Guidelines | Jennifer/Sue | | This policy and procedure need final review dates, and progress is paused until the new governance framework is established. | | Fall 2024 |
| ISP 171 Academic Use of CCC Brand and Logo | Ryan/Lars | | This policy is currently under review. | | TBD |
| ISP 181 Related Instruction | Dru/Lars/Melinda | | Continuing to work to finalize the form, which will guide the new related instruction process. Will have a group pilot the form to test the updated process. | | April 25 |
| ISP 260 Placement Assessment | Scot/Jennifer/Sarah | | This policy needs final review dates, and progress is paused until the new governance framework is established. | | Fall 2024 |
| ISP 261 Math Placement Information in Career Technical Degrees | Scot/Jennifer/Sarah | | This policy needs final review dates, and progress is paused until the new governance framework is established. | | Fall 2024 |
| ISP 270 Testing Center Procedures for Faculty Assigning Exams | Jennifer/Tory | | This policy and procedure need final review dates, and progress is paused until the new governance framework is established. | | Fall 2024 |
| ISP 280P Grading Procedure | Chris | | Chris will create a procedure to accompany the policy. | | Nov. 22 |
| ISP 360 Credit for Prior Learning (CPL) | Chris/Sarah/DW/Dru | | This policy and procedure need final review dates, and progress is paused until the new governance framework is established. | | Fall 2024 |
| ISP 370 Advanced College Credit (ACC) | Scot/Dru | | A subcommittee has been formed to review this policy and procedure as part of our five-year review. | | Jan. 10 |
| ISP 380 Acceptance of Credit | Kara/Sarah/Chris | | A subcommittee has been formed to review this policy as part of our five-year review. | | Jan. 10 |
| ISP 390 Work-Based Learning (Cooperative Work Experience) | Jen/Ryan/Forrest/Ada | | A subcommittee has been formed to review this policy as part of our five-year review. | | Jan. 24 |
| ISP 392 Contractual Relationships with Organizations Not Regionally Accredited | Dru/Sarah | | A subcommittee has been formed to create review this policy and procedure as part of the five-year review. | | Nov. 22 |
| ISP 481 Recognition of Academic Excellence | Chris | | Chris will review this policy as part of the five-year review. | | Nov. 22 |
| ISP 490 Catalog Designation for Graduation Requirements | Chris/Sarah | | Chris and Sarah shared their progress so far. *The policy will return once they apply the DEI Framework.* | | Nov. 22 |
| ISP 491 Residency Requirement for Graduation | Chris/Sarah | | This policy and procedure need final review dates, and progress is paused until the new governance framework is established. | | Fall 2024 |
| New Policy: Posthumous Degree | Sarah/Jen/Lupe | | A subcommittee has been formed to create a new policy and procedure if needed. | | Nov. 22 |
| **Upcoming Meeting Dates** | | **Start Time / End time** | | **Location** | |
| **Fall Term**: November 22  **Winter Term**: January 10 & 24, February 14 & 28, March 14  **Spring Term**: April 11 & 25, May 9 & 23 | | 8 to 9:30 p.m. | | <https://clackamas.zoom.us/j/4107104682> | |

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| **MEMBERS** | Jennifer Anderson, Tory Blackwell, Armetta Burney, Lars Campbell, Forrest Carter, Craig Connors, Ryan Davis, Ada Echevarria, Jackie Flowers, Thomas Frank, Sue Goff (Chair), Beth Hodgkinson (Recorder), Mark House, Kara Leonard, Lupe Martinez, Jen Miller, Melinda Nickas, Leslie Ormandy, David Plotkin, Scot Pruyn, Sarah Steidl, Chris Sweet, Robin Tarter, Dru Urbassik, DW Wood,  ASG Representative |

***Remaining Polices—in approval date order 2017 -2020:*** *Currently assigned out.*