**INSTRUCTION & STUDENT POLICIES (ISP) COMMITTEE AGENDA**

**Date**: February 28, 2025 | **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** | | |
| **Old Business** | Scot/Dru | | 10 min | | * ISP 370P Advanced College Credit (ACC) Procedure | | |
| **New Business** | Sue | | 60 min | | * ISP Subcommittee Breakout Sessions – *if desired* | | |
| **FUTURE AGENDA ITEMS FOR MEETINGS--Committee’s Standards Review from Past Years with Progress Status:** | | | | | | | | |
| **Policy/Procedure** | | **Subcommittee** | | **Progress Status** | | | **Report Back Date** | |
| New Career and Technical Education (CTE) Program Advisory Committee | | Sue/Armetta | | The subcommittee will continue their work on this new policy, conduct a DEI review, and return for further discussion. | | | TBD | |
| New Artificial Intelligence (AI) | | DW/Lupe/Jackie/  Leslie/Robin | | A subcommittee has been formed to create a new policy. | | | May 9 | |
| ISP 160 Course Outline & Syllabus Information | | Sue/DW/Leslie | | A subcommittee is reviewing documents related to ISP 160 as part of our five-year review. | | | TBD | |
| ISP 171 Academic Use of CCC Brand and Logo | | Ryan/Lars | | A subcommittee is reviewing documents related to ISP 171 as part of our five-year review. | | | TBD | |
| ISP 181 Related Instruction | | Dru/Lars/Melinda | | The subcommittee will finalize the form to guide the new related instruction process and establish a pilot group to test the effectiveness of the process. | | | April 25 | |
| ISP 280P Grading | | Chris | | Chris returned and shared his revisions on January 24. The committee determined that procedures with minor changes can be adopted independently. The procedure is ready to be posted to our webpage. | | | TBD | |
| ISP 370 Advanced College Credit (ACC) | | Scot/Dru | | Scot will share the feedback from the committee with Dru, make the necessary revisions, and apply the DEI framework before returning to the committee. | | | Feb. 28 | |
| ISP 380 Acceptance of Credit | | Kara/Sarah/Chris | | The subcommittee brought back their review on January 24 to share with the committee. The committee determined that policies and procedures with minor changes can be adopted independently. The policy and procedure are ready to be posted to our webpage. | | | TBD | |
| ISP 390 Work-Based Learning (Cooperative Work Experience) | | Jen/Ryan/Forrest/  Ada | | A subcommittee is reviewing documents related to ISP 390 as part of our five-year review. The subcommittee will incorporate Dru’s request to correct and align with the state guidelines in their review. | | | March 14 | |
| ISP 392 Contractual Relationships with Organizations Not Regionally Accredited | | Dru/Sarah | | This policy will return to reflect feedback received to include clarifying language from the college’s perspective. Dru will eliminate the appendix and bring back the policy for further review. | | | March 14 | |
| ISP 481 Recognition of Academic Excellence | | Chris | | Chris returned to the committee on January 24 with an updated version to share. The committee determined that policies with minor changes can be adopted independently. The policy and procedure are ready to be posted to our webpage. | | | TBD | |
| Posthumous Degree | | Sarah/Jen/Lupe | | The subcommittee will continue their work and bring it back once reviewed with the DEI framework. | | | TBD | |
| **Upcoming Meeting Dates** | | | | **Start Time / End Time** | | **Location** | | |
| **Winter Term**: February 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, Aubrie Balkwill, 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.*