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Adult Learning Committee Meeting Agenda
Tuesday, March 15, 2016
1:00 pm ~ 2:30 pm

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Virtual Attendees: Keith Tudor, John Carlisle Smith, Alice Pate, Gail Markle, Todd Powell, Nita Paris

In Person Attendees: Greg Wiles, Sam Pierquet, Harrison Long, James Rutherfoord, Judy Abbott, Elke Leeds, Leslie Himot

Agenda:

1:00pm – Welcome and Review/Approval of the Minutes
- Motion to do electronic review and approval of the minutes
  - Harrison Long (first)
  - Alice Pate (seconded)

1:05pm – Dr. Laura McGrath
- Candidate for the University Prior Learning Assessment Coordinator
  - The Power Point Presentation will be provided for review
  - Can also review the recording of the meeting
- 12 years of experience working with Adult learners
- Extensive Leadership and administrative experience
  - Knows technology
  - Enjoys working with faculty of multiple disciplines
  - Significant online teaching and development experience
  - Can work well with others who may have differing opinions, as well as differing ranks and disciplines
  - Has chaired FS DLAC and OWG Subcommittee
- Presented a 3-stage program for developing the program
- Harrison – COTA – How can we adjust for missing pieces in a student's academic history?
  - Would have to rely on the portfolio review process
  - The portfolio would probably not meet expectations if pieces are missing showing the student's educational growth and experience
  - One size does not fit all in regards to PLA review
- Jim Rutherfoord – CCSE – Plan to present this information in various meetings (college meetings, department meetings) to ensure everyone understands how PLA works and can stand behind the process – Suggestion to the plan
- Sam Pierquet – Faculty Senate – How do you envision understanding the diversity of the information that will be recorded?
  - Must make sure that all the information is presented and is not missing any information
  - She understands she will need to make sure that she understands the information well enough to ask questions as needed
- Any other questions regarding her plan or qualifications can be sent via email to lmcgrat2@kennesaw.edu

1:50pm – Dr. Greg Wiles
- ENGL 1102 Transfer Equivalency and Pre-Requisite Requirements
  - Involves transfer credits from non-USG schools
    - Courses that come in from other schools that transfer in as ENGL 1102
  - Do students have to take ENGL 1101 (prerequisite) when they come in with ENGL 1102 as transfer?
    - ENGL 1101 teaches fundamental skills that may be needed later

- Possibly have students test out of ENGL 1101 if they choose
- There is a CLEP test for ENGL 1101 with a Composition Module
  - Will follow up with Dr. Letizia Guglielmo and Kim West regarding this issue

2:00pm – Credit by Exam and CLEP Test Update
- Very good progress on the new Credit by Exam request form
  - Still on progress to start using the form in August
  - Will have a version of the form for review soon
- Update to CLEP test availability for upper level courses
  - KSU has said we will accept all CLEP tests for which there is a score available
  - Can CLEP tests be applied to upper level courses?
    - Educational psychology and 3000-level marketing and management, for example
  - We reached out to CLEP board
    - We received confirmation that the tests are based on the community college first and second level protocols
  - CLEP test will not be eligible for 3000 level courses
    - Information has been updated on testing site
- Credit by exam site
  - Drop down menu will be available to show which courses have a test available
  - When students register for a test, an automatic handshake with banner will double check their eligibility for testing out of the course
    - A check to ensure they haven't tried testing before, or have sat for the class and failed
    - This will provide clearance at university level
  - Departments can have additional requirements for testing out of courses
    - All exams will be approved by the department prior to allowing a student to sit for the exam

2:10pm – Retreat Update – Request for faculty stories, presenters, ideas?
- Agenda item: **11:15 Examples** from departments who have done course-match for PLA-Portfolio Assessment: approaches, steps, learning outcomes, lessons learned; Q&A – Greg Wiles? Brandi Williams? Other faculty?
  - Military and veterans services (Maria Britt)
  - Jim – Those who have been doing the assessments in the past, and see if they can come up with stories of what they ran into with PLA
  - This can be used to share the student experience to faculty at the retreat
- Catherine Marienau, Mary Ellen Dahlman, and John Sizemore are all confirmed to be at the retreat
- Attendees can RSVP for the retreat to pla@kennesaw.edu
  - A calendar invite will be sent to all those invited shortly
    - Can RSVP through the calendar invite as well
- We have to confirm number to Marietta Country Club by Monday, April 25
  - Judy will resend the email that includes the list of invitees
  - Asking that Departmental Coordinators try to find out who will or will not be coming
- We are unable to accommodate more than one attendee per department

2:20pm – Website Update – Enrollment Coordinators, Missing Parts n Pieces
- Waiting on PLA plan
  - Need coordinator in place before it can be added
- Thanks to those that reviewed the website and gave feedback
  - Joanie Dominick, Diana Gregory, Greg Wiles
- The items that are still missing from the website will be sent out shortly

Creating Effective Academic Policies and Procedures
to Administer Credit for Prior Learning

Creating Effective Academic Policies and Procedures to Administer Credit for Prior Learning (CPL)
Wednesday, April 20
2:00-3:30 p.m. (EDT)
Online
Cost: Free registration

Expand the postsecondary participation and completion rate on your campus. Hosted by the American Council on Education's (ACE) Center for Education Attainment and Innovation - College and University Partnerships, this webinar is intended for all higher education administrators looking to implement or improve their procedures for Credit for Prior Learning (CPL) programs.

Join the webinar discussion to learn how other administrators created effective policies and procedures to support a variety of CPL programs during the 2015-2016 academic year. You will have an opportunity to learn details about which CPL programs they chose based on the specific needs of their institution, their successes with implementation or expansion efforts, and how they addressed barriers to implementation of new programs.

CONTACT
For further information, please email Mary Beth Lakin or Angel Harriott, or call the Center for Education Attainment and Innovation Resource Center toll-free at 866-205-6267.

Registration URL:
http://click.bsftransmit1.com/ViewInBrowser.aspx?NWD=1&pubids=6767|8741|786738|63783&digest=jbRAenR4bGq%2f%2fKHNRqKEpw&sysid=1