

**Adult Learning Committee**  
**Meeting Minutes – Wednesday, October 10, 2018, 3:30-5:00pm**  
**Distance Learning Center – Innovation Lab w/Virtual Option**

**Attendees:**

ALC Members: Karen Chatelain-Smith, Justin Cochran, Greg Connery, Amy Hillen, Chris Hutt, Lindsey Lee, Gail Markle, Bob Mattox, Kaitlin Maginnis, Sam Pierquet, Tammy Powell, Todd Powell, Darrin Theriault, Lynn Varagona, Greg Wiles

1. Welcome:

- ◁ Meeting opened at 3:30pm with Gail introducing herself as committee chair and welcoming new members including the committee's two recent additions, Chris Hutt (Academic Advising), Karen Chatelain-Smith (College of Continuing and Professional Education) and Kate Maginnis, the committee's student representative.
- ◁ September 2018 ALC meeting minutes were approved.

2. Committee Chair and Chair-elect discussion:

- ◁ Gail called for a volunteer to serve as chair elect. Darrin posed that it would be fine to get a chair elect in place by December.
- ◁ Amy Hillen asked what the role would be of the chair elect. Darrin explained that his role on the committee as KSU's prior learning assessment coordinator is to provide support to the chair and chair-elect. The chair and PLA coordinator work in concert to develop ALC meeting agendas and help coordinate efforts across the entire committee.
- ◁ Gail explained the process by which the committee established priorities and goals for the upcoming year during September's committee meeting.
- ◁ Greg Connery pointed out that department chairs look highly upon faculty who take on service roles.
- ◁ Amy Hillen agreed to serve as chair elect.

3. CAEL Updates and Conference Preview.

- ◁ Darrin and Todd will attend the annual international CAEL conference in Cleveland, Ohio, 12-16 November, 2018. Darrin shared the CAEL agenda session listing to seek committee feedback about any specific sessions he or Todd should attend.
- ◁ Darrin will attend the pre-conference PLA course with the intention of developing/refining KSU's PLA action plan.

4. DSST. KSU accepts 8 of 37 DSST exams. Darrin posted a comprehensive list of DSST

## 6. PLA policy update.

- ◁ Lindsey presented policy modifications suggested by the Registrar's Office:
  - Modify the statement, "if the course has been previously attempted, but the student has withdrawn after two calendar weeks from the first day of the semester" to indicate, "if the course has been previously attempted, but the student has withdrawn after the withdrawal deadline for the semester."
  - Add in verbiage indicating, "If the course has been previously attempted and passed."
  - Accept awarded credit for AP, IB, CLEP, and DSST from USG institutions transcripts for general education courses.
  - Allow a limited number of Advanced Standing and PLA credits awarded to count toward the KSU residency requirement for graduation.
  - Also, "Coursework completed as a transient student at another institution, transfer credit, credit by examination (including CLEP, AP, IB, etc.) are not considered to be in residence.
  
- ◁ Greg Connery asked about a Lanier Tech program that allows high school students to get up to 30 hours credit. The program is like dual enrollment, but the idea is to apply English, for example, to actual work on the job. His question was, "how do we handle it here at KSU in terms of giving those students credit?" Lindsey asked how they were structuring the classes, and we would need more information to answer that question.
- ◁ Justin Cochran asked about the wording, "If a course has been taken and passed"—was that necessary. Lindsey explained the PLA policy.
- ◁ Gail asked about "KSU accepts credit from other USG institutions regardless of how the credit was earned," was it necessary to state that. Lindsey explained that since KSU does not accept ANY PLA, it disadvantages transfer students who earned PLA credit from other institutions.
- ◁ Greg suggested we rewrite, "KSU accepts credit from other USG institutions regardless of how the credit was earned."
- ◁ Darrin suggested a portfolio review system might be an option. He suggested the language in the PLA policy reflect the idea of "at the discretion of the department."
- ◁ Chris Hutt pointed out that the group should think about the work flow and whether a credit is course specific or major specific.
- ◁ Lindsey explained that we are working on defining bringing in a standard, not a degree of applicability. It's up to the department as to whether they accept a credit. Lindsey explained that programs might have internal rules where they don't accept a course or a particular credit.
- ◁ One example provided is that Highlands accepts a 3 on the AP History exam for credit, but KSU requires a 4. Lindsey explained that the Registrar's office asks to honor what the other school honored. This idea is a discussion point. Darrin said he would revisit it.
- ◁ Justin asked who was governed by this policy. Lindsey answered that the entire campus was.
- ◁ Darrin reiterated that our approach was not "You will do PLA" but rather "Will you consider PLA?"
- ◁ Lindsey moved on to page three of the policy to explain that "KSU allows up to 9 credit hours of Advanced Standing and PLA credits awarded to count toward the KSU residency requirement for graduation."

