



Prior Learning Assessment

Let your life experience work for you

PLA REVIEW BOARD AGENDA

Location: **Zoom**
Date: **Friday, June 4th, 2021**
Time: **10:00 to 12:30 PM**
Facilitator: Eric Tobin, PLA Review Board Chair

The Prior Learning Assessment Review Board is charged with designing paths and processes to value the informal learning experiences of students, as well as award credit through a verifiable process in accordance with the policies of the Collin College Board of Trustees, the Texas Higher Education Coordinating Board (THECB), and the Southern Association of College and Schools Commission on Colleges (SACSCOC).

AGENDA

- PLA Proposals:
 - Cybersecurity – The department is requesting that the following courses be considered for PLA: ITSY 1300, ITSY 2572, and ITSY 2575. The ITSY 2572 course teaches both basic and intermediate security concepts, and since the certified information security manager ITSY 2575 course deals with certification, the department is recommending that if a student comes in already having this industry standard certificate, they get credit for these courses because they have met the industry requirements already. To get PLA credit, a student will have to demonstrate 5 years' worth of experience and will have to print their certification from the vendor certification site in the presence of an instructor, advisor, or faculty member to prove that they have the certificate and to show that they are in good standing. Alternatively, a code can be sent through SMS or email directly to Ervin, Brenden, or a Career Coach. There was a concern about the use of the word "evaluate" in the following text: "Once 3 hours have been completed at Collin College, the Academic Coach, Director of Cybersecurity, Dean of Workforce, or Instructors will evaluate the....". The Board felt that "verify" would be more appropriate wording since no one would be evaluating the certification as much as verifying that the student has it. Approved by the Board with the recommendation of changing "evaluate" to "verify" before going to Leadership.
 - Engineering Technology Programs: Electronic Engineering Technology, Industrial Automation, Biomedical Equipment Technology – there is a typo in the paperwork that shows TECM 1425 as the course being requested for PLA, but it should be TECM 1343. This will be fixed before going to Leadership. Quite a bit of these students are employed in these industries and want to obtain a degree to get a promotion. The department wants to help these students save time and money. The department is proposing three courses to be PLA opportunities. The department plans on evaluating these skills through onsite written and/or lab exams. The department's full-time faculty will oversee these exams, so students would have to meet with the faculty prior to taking the exams in order to understand how and what exam will be administered. This will help faculty determine who is a good candidate to take the PLA exam. Both CETT 1407 Fundamentals of Electronics and CETT 1425 Digital Fundamentals will have a written and lab exam. TECM 1343, however, will only have a written exam. Approved by the Board.

- Photography – The department is proposing that the first two entry level classes be PLA opportunities for students. This will bring the PLA total of six hours. There are a lot of students that are taking photography in high school, so some students have up to two full years in photography. The Digital Media course is content they are accustomed to since it is basically the beginning of photography, which some of these students are already familiar with. Some students are already even accredited in Adobe and if one is accredited through Adobe, they definitely know Photoshop and do not need a beginning course in Photoshop. There is an additional fee though. DFW is the 5th in the market for photography. The Plano Photo Club have many members that are well qualified and want to brush up on the newer programs, but don't want to have to take beginning courses. Some of these members are professionals who are already working in the industry. These people are well qualified in using their cameras, so granting PLA credit would help them skip the basic courses. The department would like to have an exam for these students to test out of these courses, and present a portfolio of their work. To test out of PHTC 1300, a student can either show their accreditation of Adobe Photoshop, or if they don't have the accreditation, they can take the exam to show they can go forward. There was a concern about the transfer courses not being accepted by Universities. The department has only a very small number of students who transfer, so there would not be a huge impact within the department. Approved by the Board.

- Polysomnographic Technology – There are very few Sleep Technologist programs in the United States. There are only three in Texas, so there has been a limited availability of Sleep Technologists for a very long time. There are many Sleep Technologists in the Dallas area that have been certified for 15 to 20 years, but don't have the education. There are also some Sleep Technologists that are more currently certified, and they also still want the education. Then, there are those Sleep Technologists who have been working for 20 years, but do not have the formal education and only have on the job training. All of these Sleep Technologists are good candidates for the program and who need that background education to become better Sleep Technologists. Many states across the country are moving towards licensed Sleep Technologists. Texas is not there yet, but is working towards it. One of the criteria for becoming a licensed Sleep Technologist is to have the formal education. The department has been trying to figure out ways on how to reach this population and get them in this program. PLA is one of those ways that the department hopes will bring in those students. The department is requesting that most of their classes be at least eligible for PLA. Currently, Certified Sleep Technicians can come in and get credit for classes since the certification. Since these students had to have a certain number of hours in a sleep lab in order to even apply to take the proctored exam, the department decided that if a student can pass the certification test and has the experience, then they have the skills needed to get credit for quite a few of the classes. The students who have older certifications will be required to take final exams for a lot of their courses. To get assessed, the lab portions will have a skills evaluation that can take place at either clinical sites or our on-campus sleep lab. The plan is to have a student come in and look at courses that they can test out of and plan out which ones they want to take versus which ones they want to test out of. The certificate track hasn't had any applicants for several years, so the PLA is a way to reach those students. The main concern is how to communicate to students about the percentage of allowable PLA and how they can't apply more than 21 PLA hours. Approved by Board.

- Linked Courses Informational Report:
 - We are requiring departments to turn in a process plan for how they are implementing linked courses and making sure they are keeping those records for up to 5 years. We are asking how much of their program do they intend on being linked. We want to make sure that programs are aware of what percentage of courses are linked. Leadership wants to make sure that at least one credit technical course is taken at Collin and that it is not a linked course or any other type of PLA. We are making departments aware of any program that is getting close to 40% of linked courses, and requesting that they put together a detailed plan either of required courses that are not linked to that degree/certificate, or how they are going to make students aware. The departments will also be asked to send in syllabi for their linked courses so we can assure that the credit and continuing education sides are done exactly the same.

- October & March Meeting Minutes:
 - October minutes approved as is; March minutes approved as written.
- Discuss 25% of award requirement:
 - One of concerns that Leadership has is that a student could take all general education requirements and hit 25% so they want to make sure students take at least one course in their major. It is recommended that it be an upper level course and/or the capstone. If more than 25%, then it has to be more than the capstone course. This item is suggested to be put on next agenda so that faculty have time to look over their POCA and plans. Capstones are not offered in every semester so a student might have to wait until a full year to take that course. There needs to be a course that meets SACSCOC requirements for evaluation of program. This is tabled for now and will be addressed at the Fall meeting.
- Discuss PLA Board Membership for district representation/staggered terms:
 - When the PLA Board was created, people were given a two-year term, so everyone's will run out at the same time, but we don't want to lose the entire board all at once. There is the option for some people to drop off at the end of this year. Staggering is a good idea, but how is it going to be decided as to who will be on the Board? The thought is that it should be a Dean recommendation. Would follow CAB closely. The liaison positions are three years and the other positions are two. The SES liaison and three or four positions that were liaison positions are for three years, the ex officio members are always on the Board, but are non-voting. There are no voting positions that are permanent. It is recommended to have a 1/3 turnover that staggers each year and the terms will be three years. A plan will be put together and sent out to the Board. If voting is needed, then a quick meeting in late summer/early fall can be called to vote.
- Discuss Chair and elect Chair-Elect for 2021-2022 Academic Year:
 - If anyone is interested, email Eric or Wendy and it will be put to vote in a quick meeting or electronic vote.
- Set Meeting Date and Time for Fall Review Board Meeting:
 - We will send out a proposed date and time and see if it works for everyone. It was recommended that departments make PLA plans. A template will be created and then be reviewed by the Board and Committee.

Meeting adjourned at 12:30 pm

PLA Review Board Attendance

Advising Representative (De'Aira Holloway)	X
Brian Sanders*	X
Donna Smith*	X
Eric Tobin*	X
Glen Grimes*	
Jim Gilbert*	X
Julie Williams*	X
Karen Musa*	X
Karen Stewart*	X
Kate Smith*	X
Kirk Dickey	
Megan Chambers*	
Monica Jones	X
Pat McAuliff*	X
Terrence Brennan*	X
Todd Fields/Lily Quezada *	X
Tonya McMillion*	X

*Voting members (14)

Additional Attendees	
Albert, Cydney	X
Baweja, Tripat	X
Castleman, Lacy	
Coffman, Mike	X
Frenzel, Ervin	X
Gunderson, Wendy	X
Hamilton-Meserole, Candace	X
Lopez, Mari	X
Means, Lisa	X
Mesch, Brenden	X
Lupita Tinnen	X
Reyes, Isabel	X
Szlachtowski, Andrea	X
Smart, Karen	X