

**PLA Review Board**  
**Friday, July 15, 2022**  
**2:00 pm**  
**ZOOM**  
**Meeting Minutes**

**Voting Members Present**

Megan Chambers, Jeffery Johnson, Pat McAuliff, Tonya McMillion, Lisa Means, Karen Musa, Brian Sanders, Donna Smith, Julie Williams

**Voting Members Absent**

Timothy Arndorfer, Landon LaRocque, Kate Smith, Lupita Tinnen, Eric Tobin

**Non-Voting Members Present**

Lacy Castleman, Candace Hamilton-Meserole, Jennifer Waits

**Non-Voting Members Absent**

Sarah Monroe, Wendy Gunderson, De’Aira Holloway, Gloria Hurtado, Mari Lopez, Lily Quezada, Karen Stewart

Lacy Castleman called the meeting to order at 2:00 pm.

**Discussion Items**

◆ **PLA Informational Report**

- **New Linked Course** (Fall 2022)
  - RELE 1021 (*Real Estate Marketing*)
- **Corrected Linked Courses** (Fall 2022)
  - ABDR 1031 (*Basic Refinishing*)
    - Updated contact hours.
  - DSAE 1040 (*Diagnostic Electrocardiography*)
    - Linked in Banner and added to inventory.
  - ECRD 1011 (*Electrocardiography*)
    - Linked in Banner and added to inventory.
  - NURA 1001 (*Nurse Aide for Health Care*)
    - Linked in Banner and added to inventory.
  - NURA 1060 (*Clinical – Nursing Aide and Patient Care Assistant*)
    - Linked in Banner and added to inventory.
  - PLAB 1060 (*Clinical Phlebotomy*)
    - Linked in Banner and added to inventory.
- **Terminated Linked Courses** (Summer 2022)
  - BNKG 1003 (*Principles of Bank Operation*)
  - BNKG 1040 (*Money and Financial Markets*)
  - BNKG 1045 (*Consumer Lending*)
  - BNKG 1047 (*Bank Marketing*)
  - BNKG 1056 (*Analyzing Financial Statements*)
  - BUSA 1013 (*Investments*)
  - BUSG 1004 (*Financial Literacy*)
  - INSR 1005 (*Personal Insurance*)
  - INSR 1045 (*Commercial Liability Risk Management and Insurance*)

- INSR 1055 (*The Legal Environment of Insurance*)
- INSR 1074 (*Personal Lines Insurance Underwriting*)
- INSR 2011 (*Workers Compensation and Medical Aspects of Claims*)
- INSR 2019 (*Liability Insurance Claims Adjusting*)
- ITCC 2077 (*Implementing Enterprise Network Core Technologies*)
- ITCC 2079 (*Implementing Enterprise Advanced Routing and Services*)
- ITMT 1071 [*Configuring and Supporting Microsoft Windows 10 (MD-100)*]
- WLDG 1071 (*Introduction to Foundry Practices*)
- **Terminated Linked Courses** (Fall 2022)
  - CNBT 1000 (*Residential and Light Commercial Construction Drawings*)
  - CNBT 1011 (*Construction Materials and Methods I*)
  - CNBT 2004 (*Construction Methods and Materials II*)
  - CNBT 2042 (*Construction Management I*)
  - FREN 1011 (*Beginning French I*)
    - Linked ACGM course, not eligible for funding/PLA
  - FREN 1012 (*Beginning French II*)
    - Linked ACGM course, not eligible for funding/PLA
  - FREN 2011 (*Intermediate French I*)
    - Linked ACGM course, not eligible for funding/PLA
  - KINE 1008 (*Sports Officiating*)
    - Linked ACGM course, not eligible for funding/PLA
  - KINE 1023 (*Beginning Golf*)
    - Linked ACGM course, not eligible for funding/PLA
  - KINE 1025 (*Bowling*)
    - Linked ACGM course, not eligible for funding/PLA
  - KINE 2039 (*High Intensity Interval Training*)
    - Linked ACGM course, not eligible for funding/PLA
  - OSH 1005 (*OSHA Regulations - Construction Industry*)
  - WLDG 1007 (*Introduction to Welding Using Multiple Processes*)
  - WLDG 1008 (*Metal Sculpture*)
  - WLDG 1028 [*Introduction to Shielded Metal Arc Welding (SMAW)*]
  - WLDG 1030 [*Introduction to Gas Metal Arc Welding (GMAW)*]
  - WLDG 1034 [*Introduction to Gas Tungsten Arc Welding (GTAW)*]
- **Revised Credit Course** (Fall 2022)
  - PHTC 1311 (*Fundamentals of Photography/Digital*)
    - Formerly ARTS 2348
    - PHTC 1011 offered as linked course.

#### ◆ **PLA Fees**

- Generalized Fee or Individualized Fee (*varies by department*)
  - When PLA was first established, there was discussion on developing fees for the new types of PLA opportunities that were added to the PLA process, including departmental exams with skills/hands-on demonstration, review of portfolios, etc.
    - No new fees have been approved because they first need to be sent to the Board for consideration.
    - Requesting additional money for administering assessments would fall under the department's budgeting process, but this would not be considered a PLA fee. If a PLA fee is created, the generated fee won't be applied to the department's budget, nor would it be paid as a stipend to the faculty administering the test. The fee would be more along the lines

of a transcribing fee that goes back to general Collin College funding.

- Do we want to have a general fee? Do we want to create a scale depending on what type of exam/assessment is being used?
  - Work was already done previously on developing a PLA assessment, but the discussion was halted during COVID.
  - Some PLA opportunities already have a transcribing fee in place. For example, to change a PLA-eligible non-credit course to credit, the student must pay \$30.00 per class. Additionally, some departmental tests are administered in connection with the Testing Center and a credit-by-exam (CBE) fee is applied, which has been in effect even before discussions started regarding PLA.
  - Some PLA opportunities do not have specific fees in place. For example, students don't need to pay Collin College a fee for transferring credits from another college/university and applying them to their Collin College transcript.
  - *Recommendation:* If a PLA fee is implemented, it may be best to have a standard fee for all PLA opportunities as opposed to assigning a different fee for each opportunity.
  - *Recommendation:* There could be two different levels. One level could be for students who have already earned, and paid for, a certificate/certification. Another level could be for all other internal assessments conducted by the college, for which a PLA fee would be assessed.
  - *Recommendation:* Overall, additional fees for PLA shouldn't be assessed, especially for opportunities for which no examinations are needed to determine PLA eligibility. It's neither necessary, nor inviting, for students when one of our objectives is to encourage them to look into these opportunities.
    - Current fees for CBEs such as CLEP should still be assessed. Students pursuing an option like this have not yet demonstrated that they have the knowledge to earn college credit, whereas students who've completed an industry certification, portfolio, etc. already have documentation for PLA evaluation.
  - Establish workgroup to develop PLA fee proposal
    - In conclusion (from the discussion above), no additional PLA fees were recommended, so no formal proposals were made. Additionally, there are no current plans to discuss this further in the next PLA meeting.
      - A workgroup was not established.

◆ **PLA Review Board Membership Roll-Offs**

- Kate Smith
- Eric Tobin, PhD

◆ **2022-2023 Meeting Schedule (tentative), Time TBD**

- Friday, September 16, 2022 (Fall Training)
- Friday, November 11, 2022 (Proposals due by October 21<sup>st</sup>)
- Friday, April 14, 2023 (Proposals due by March 24<sup>th</sup>)
- Friday July 14, 2023 (Proposals due by June 23<sup>rd</sup>)

◆ **Approve Meeting Minutes**

- PLA Meeting Minutes from December 2021 and April 2022 weren't voted on, because quorum was not met. The notes from both meetings will be e-mailed to voting members for review.

**Next Meeting – Friday, September 16, 2022 (Time TBD)**

- All new and current PLA Review Board members should be in attendance.

Motion to adjourn → seconded → meeting adjourned at 2:28 pm