ASCRC Minutes 9/26/172:00 GBB 225

## Call to order

Members Present: M. Antillie, D. Coffin, J. Eglin B. Hillman, J. Iverson, V. Lewis, T. Missett  
G. Morell, K. Sugden, G. Weix

Ex-Officio Present: B. French, B. Holzworth, N. Lindsay   
Members Excused: J. HIckman

The minutes from 9/20/17 were approved.

## Communication:

* Members introduced themselves and welcomed the new student member. Two additional members from the sciences will be joining the committee.
* There was considerable concern at the Faculty Senate meeting regarding the proposed cuts to the library collection. Graduate Council in collaboration with the Graduate and Professional Student Association is working on a letter. A Senator requested ASCRC investigate the impacts the cuts will have on the curriculum. Chair Coffin has asked for data from the library from a recent survey.
* The IB Coordinator in Kalispell communicated with Associate Provost Nathan Lindsay about additional standard level offerings at the school. Last year’s IB Workgroup settled on adopting MSU’s policy to be more competitive. UM could consider a broader policy by accepting standard level exams in Political Science, Business, Psychology, Physics, and Environmental Studies. Those departments will need to make the determination.   
    
  A subcommittee was established to deal with issues related to IB, Dual Enrollment and PLA. Members include Professors Weix and Missett, Associate Provost Lindsay, Jordan Patterson, the Dual Enrollment Coordinator will be asked to join the subcommittee. Chair Coffin will also ask Professor Bridges, who is very involved in the Health Science Pathway Program at Big Sky High School.

## Business Items

* The revised PLA Procedure was approved (appended). The committee recommends that the administration post the parent document (to the condensed Faculty Senate PLA policy) prepared by Prof. Lodmell on the UM web site because it contains extensive, important PLA information.
* The Cultural Hardship group will have a draft by the next meeting.
* There is still no interest in the Chair-Elect position.
* Chair Coffin is setting up a meeting with the General Education Committee Chair and the appellants to discuss the review process.
* Chair Coffin was hoping to have students collaborate on the resolution setting student success as the committee’s priority for the year. Student member Antillie joined the Student Success Workgroup. It is working on a resolution that provides rationale for the committee’s focus on student success. The draft starts with Montana’s constitutional mandate as a public university. Chair Coffin would like another faculty member to serve on the committee. It may be necessary to define student success and a standard for a 21’century education.

## Good and Welfare

* Associate Provost Lindsay will send the invitation to the Complete College America Conference October 25th to committee members.

The meeting was adjourned at 2:50 p.m.

Description: umlogostretch450mw

Prior Learning Assessment (PLA) Guidelines to Accompany BOR Policy 301.19

Procedure Number: 203.20  
Date Adopted:   
Last Revision:   
Approved by:   
References: 1.[Montana Board of Regents of Higher Education Policy 301.19](https://mus.edu/borpol/bor300/301-19.pdf)  
 2. [Montana University System Prior Learning Assessment PLA](https://mus.edu/2yr/PLA/Documents/PLA%20One-Pager.pdf)  
 3. [MUS Prior Learning Assessment Expanded Policy Recommendations](https://mus.edu/2yr/PLA/Documents/MT%20PLA%20Expanded%20Policy%20Recommendations%209-11-15%20FINAL.pdf)   
4. MUS Faculty and Staff Prior Learning Assessment (PLA) Guide for Serving Student

# Intent of Document

This document applies Montana University System (MUS) Board of Regents (BOR) Policy 301.19 to the University of Montana (UM; including Missoula College) to assess and award PLA credits, as equivalent to credits earned at the institution, for academic programs. PLA shall be offered in the UM course catalog and conducted in a timely, clear and concise manner according to UM policies and BOR 301.19. Detailed PLA information, potential opportunities for PLA credit (e.g. military service, apprenticeships, IB or AP exams, portfolio assessments, etc.), policies and procedures should be conspicuously posted, including applicable PLA fees and financial aid polices that are set by the administration.

# Definition of PLA

PLA represents validated methods for students to demonstrate knowledge, competencies and skills acquired outside of the traditional college setting to be evaluated as college-level learning that could earn college credit. PLA credits may be earned by either learning in a classroom that is not within an accredited two- or four-year institution or experiential “learning-based” PLA that occurred outside of a traditional classroom setting.

# Guidelines for Implementation of BOR 301.19 at UM

The Provost is the UM chief administrative officer responsible for PLA at UM. PLA academic governance shall be consistent with CBA 7.100 as shared governance using procedures, practices and precedents for UM Faculty Senate. Through this venue, UM shall ensure provision of sufficient resources, policies and information (including personnel training) to assure a high quality, transparent, and consistent process for evaluating and awarding PLA credit. The relevant training and PLA information shall include, but not be limited to:

1. ASCRC shall establish PLA standards and curriculum review subcommittee to review both experiential and instructional PLA policy, including but not limited to: IB, AP, CLEP, Dual enrollment, NCCRS, etc.
2. Designation and training of faculty for both PLA assessment and academic advising may be at either the institutional, college, school or department/unit level. Each UM academic program shall adopt or develop a PLA process with assessment that is developed and applied by the department/unit administering and awarding the terminal degree for the academic program where the PLA credits are applied toward the degree. The policy must ensure that PLA requirements are met by the student successfully passing an appropriately rigorous assessment. All academic advising shall include PLA, and the assessors shall be UM faculty with subject matter expertise in the content area or discipline where the PLA assessment is being conducted and the policies applied.
3. PLA credits do not count toward the minimum number of credits that must be completed at UM in to earn a degree from UM and UM PLA must comply with Northwest Council on Colleges and Universities (NWCCU) and UM policies directing the quantitative limits for application of experiential and instructional PLA credits required for a degree of certificate.
4. Student Eligibility: Students must be fully ADMITTED to UM, not prospective. All transfer credits and transcripts must be official, evaluated and current. The student must be in good academic standing, not on academic probation. No PLA credits shall be awarded when the student is currently enrolled in, or has previously audited or completed, the course.
5. Testing and Grading policies: Must comply with existing UM polices (in the applicable UM catalog) and be consistent with the applicable academic program requirements, the UM catalog course description and the current syllabus where the PLA credit application is pending and being assessed. On that basis a student application may request a specific type of grade (CR/NCR or letter) and specific application of the PLA credits toward the degree requirements.
6. Transcription:
7. PLA credits PLA shall be identifiable on the student’s transcript using MUS/UM codes, they are fully transferable and not calculated into the student’s grade point average (GPA).
8. If PLA credit is denied, the attempted PLA credit is not recorded on the transcript.
9. PLA credits earned shall be entered into the “Transfer Credit” portion of the transcript and not count toward the credit load for the current semester. However, the codes used to record the PLA credit shall reflect the course rubric and the semester and year in which the credit was awarded.
10. Credits earned via portfolio assessment for prior learning shall count toward the calculation of a student’s Satisfactory Academic Progress (SAP).  However, if PLA credits are attempted but, after assessment, are not allocated, these credits are not counted as “credits attempted” for that semester, because the learning actually occurred at a previous time.
11. Appeal: Should a student be denied PLA credit after assessment, the student shall have the right to appeal the decision consistent with the rights, policies and procedures regularly available to a student: a. to