ACTIVE VERSION 3.0

Project Details

Title	Developing a Prior Learning Assessment (PLA) Program	Status	ACTIVE
Category	1-Helping Students Learn	Updated	
Timeline		Reviewed	
Planned Project Kickoff 12-14-2010		Created	12-14-2010
Target Completion 11-30-2012		Last Modified	10-09-2012

1. Describe this Action Project's goal in 100 words or fewer:

   The goal of this action project is to develop a comprehensive Prior Learning Assessment (PLA) program to systematically review and award transfer credit to students based on experiential and prior learning.

   The College intends to develop an ongoing program whereby students enroll in an Experiential Learning Course (ELC), and under faculty supervision, develop a portfolio that demonstrates proficiency of the learning objectives for the course(s) in which the student is seeking credit.

2. Describe briefly your institution's reasons for taking on this Action Project now -- why the project and its goals are high among your current priorities:

   While the College does award prior learning credit, it has been on an individual basis and managed primarily by the Chief Academic Dean. The College’s growth dictates that a more defined process be developed to promote and manage an efficient and effective system. The College also anticipates improved student satisfaction among non-traditional students with an existing foundation of previously developed skills and competencies.

3. List the organizational areas -- institutional departments, programs, divisions, or units -- most affected by or involved in this Action Project:

   The following organizational areas will be affected: Admissions, Student Records, Academics, and Financial Assistance.

4. Name and describe briefly the key organizational process(es) that you expect this Action Project to change or improve:

   The following processes will be changed or improved: Prior Learning Assessment and Admissions.

5. Explain the rationale for the length of time planned for this Action Project (from kickoff to target completion):

   The College believes that an additional year is necessary to fully develop and complete all components of this program.

6. Describe how you plan to monitor how successfully your efforts on this Action Project are progressing:

   Benchmarks:

   4 months - January 31, 2012

   - Establish basic policies and procedures.
   - Establish a process flow chart.
   - Review potential portfolio software packages for future implementation.
   - Participate in faculty meetings.
     - Educate faculty about the PLA program.
     - Recruit potential members of the cross-functional team.

   6 months - March 30, 2012

   - Engage faculty and staff to create the PLA program, including the curriculum for ELC.

   10 months - July 30, 2012

   - Establish a pilot with select degree programs.
   - Revise and assess the PLA program (policies and procedures, ELC).
   - Establish a sample portfolio for the ELC.
   - Create marketing materials (advantage; reduced cost and time to complete degree) to educate students about PLA program.

   14 months - November 30, 2012

   - Create a spreadsheet of students who have attempted the PLA process and record whether they succeeded or not (PLA Administrator).
   - Complete curriculum for ELC.
   - Implement the PLA program.
   - Create a process for evaluation of the PLA program.

7. Describe the overall "outcome" measures or indicators that will tell you whether this Action Project has been a success or failure in achieving its goals:

   We will consider this project to be a success when the following goals have been met: completed the pilot with select degree programs, revised and

assessed the PLA program, established a sample portfolio for the ELC, created marketing materials, and are ready to fully implement the PLA program.