

Adult Learning Committee Meeting Agenda
Monday, September 19, 2016
2:30 – 3:30 pm

Attendees: Todd Powell (Student Engagement), John Carlyle Smith (Registrar), Leslie Himot (HHS), Gail Markle (CHSS), Greg Conrey (CDA), Laura McGrath (UPLAC), Harrison Long (COTA)

Virtual Attendees: Alice Pate (ALC Exec. Comm.), Greg Wiles (Engineering), Joan Dominick (UC), Kim West (Enrollment Services)

**Minutes prepared based on a 50% voting member requirement for quorum. Bylaws actually state a 2/3rd's majority must be present. All items described as voted upon will be offered electronically to ensure 2/3rd's of voting membership responds.

Please note, if voting members are unable to attend, you may send a representative in your stead with your proxy, or request a member in attendance carry your proxy. .

2:30pm – Approval of Minutes

- Motion to approve and seconded
- **Vote: Unanimously approved

2:35pm – ALC Committee Bylaws – Elke Leeds, ALC Chair

- Would it benefit the committee and shared governance to expand the voting membership to 13 and include an SGA representative?
 - Greg made a motion to add a SGA representative; Leslie seconded the motion
 - **Vote: seven in favor, none opposed
 - 12 total votes available; more than 50% for inviting SGA representative
 - Will contact SGA and invite membership
 - Will contact the AL representative on SGA as well as SGA president
- Judy Abbott has been serving as a non-voting placeholder on the committee, representing the student voice as the PLA and Adult learning liaison in technology enhanced learning. (Y/N & Vote?)
 - Judy would be replaced by the SGA representative
 - **Vote: Yes, Judy will be replaced as the representative for students
- Response to reconsideration of Chair's role
 - Background: Ken White of Faculty Senate stated that he would like to see the chair be a faculty member
 - No motion for change; will revisit at a future time if requested.
- The executive committee of the University Adult Learning Committee (UALC) is comprised of the 3 appointed members from KSU's representation on the USG Adult Learning Consortium. As the USG ALC transitioned to a Regents Advisory Committee (RAC), the executive committee no longer serves a function on the UALC and doesn't exist in form on the RAC.
 - As the AL Consortium became a RAC, the Executive Committee of three members became 1 representative from each participating university
 - Does the committee see benefit and wish to restructure the role of the executive committee (with terms) and maintain these seats on the committee?
 - Bylaws are written to include the Executive Committee
 - Bylaws also state the Executive Committee can step in as chair if Elke is unavailable.
 - Committee would participate in any review of the AL Consortium MOU

- Elke's preference is to keep the Executive Committee of Todd and Alice for the current academic year
 - If Elke is unavailable, Todd or Alice could attend RACAL in her place
- Discussion
 - Could eliminate the committee, but still have Adult and Commuter Student Affairs represented on the AL Committee
 - Alice would like to have a sit down with Elke and Todd to determine what the future role of the Executive Committee would be
 - After that meeting, the possibility of eliminating the Executive Committee could be raised as a motion to amend the bylaws to reflect the possibly changes

3:15pm – **PLA Update** – Laura McGrath, University PLA Coordinator

- Department PLA Plan Progress
 - Created a page for the AL Committee on <http://pla.kennesaw.edu>
 - Meeting dates and times, Committee members & Agendas
 - Please review and offer suggestions
 - Progress report
 - Met with admissions, enrollment services and financial aid*****
 - Website will be updated as information is obtained, rather than waiting until December
 - Many departments are already thoroughly assessing PLA, we just need to be able to track this information
 - Some issues have been raised
 - Requirement of accepting all credit from participating institutions, Costs associated with portfolio reviews, & Proctoring of exams
 - Credit hour limits for PLA and residency – <http://pla.kennesaw.edu/policy>
 - Students must complete 30 hours in residence at KSU
 - If a student is transferring in from an institution not in the ALC MOU, departments can evaluate those PLA credits for potential use
 - We need to ensure we are as transparent as possible regarding the transfer policies for students with high levels of transfer or PLA credit

Other Matters

- How courses will be coded
 - Courses will only have the available options listed, not all options
 - Would like the ability to add/remove codes if offerings change
 - If attribute codes are assigned to a student, it becomes permanent
 - Course could be hidden from student options during selection

RACAL Updates

- Go back move ahead campaign has ended
 - Funding has run out, and they are following through on any leads, but the project is ultimately being retired
- The Adult learning consortium MOU is still very much in effect
 - Agreement between the system office and those participating members
 - We are still held to that series of understandings
 - Conversation at RACAL that it should be updated annually
 - New members are still being invited to consider membership

*****Follow-up from Kim West – Confirmed – “Credit awarded by exam is assigned a grade of K and only counts in earned hours. Since the K grade does not impact a student’s attempted hours or GPA, there should be no issue with FA compliance.”