

2016-2017 HECC CPL **Staff** Action/Work Plan

Focus Area: Advocating for Data Collection and Refinement				
Implementation Strategies	What we need to know to move forward and/or things to consider in the future	What action steps we should take & who will be Responsible	What can/should we inform the HECC/Legislature of	Status & when actions should be completed
<p><u>1.a.3 Develop policies and review state standards in conjunction with the higher education institutions, to ensure colleges and universities develop and maintain high quality CPL programs (based on the definitions in the 2012 Report to the Oregon Legislature). (Quality) [2016 Focus Area: All]</u> <u>[STAFF AND AC]</u></p>	<p><u>We need to continue in the policy development sphere. We need to look at Pilot program to go back and review data standards.</u></p> <p><u>AC develop the Standards but HECC staff develop and implement policies.</u></p>			
<p><u>1.a.5 Develop a statewide data gathering system or utilize an existing system to determine how many students receive credit for prior learning. (Transparency) [2016 Focus Area: Data]</u></p>				<p><u>[STATUS] Data Summit, May 2016</u></p> <p><u>OCCIR August 2016</u></p>
<p><u>1.a.6 Analyze data to identify how many students receive credit for prior learning. Set appropriate targets and analyze what needs to be done longitudinally to increase the number of students Receiving credit. (Quality & Transparency)</u></p>	<p><u>Identify barriers for institutions.</u></p>	<p><u>AC is still responsible for advocating for data collection. AC responsible for analyzing data to identify students.</u></p>		<p><u>[STATUS] Data Summit, May 2016</u></p> <p><u>OCCIR August 2016</u></p>

2016-2017 HECC CPL **Staff** Action/Work Plan

Focus Area: Advocating for Data Collection and Refinement				
Implementation Strategies	What we need to know to move forward and/or things to consider in the future	What action steps we should take & who will be Responsible	What can/should we inform the HECC/Legislature of	Status & when actions should be completed
<u>[2016 Focus Area: Data]</u> <u>[STAFF AND AC]</u>				
<u>1.a.7 Develop recommendations to market CPL opportunities via an electronic CPL statewide portal that ensures communication efforts, articulates & addresses transfer options. (Transparency)</u> <u>[2016 Focus Area: All]</u>				
<u>2.a.1 Use the data gathering system to identify the number and type of CPL credits accepted in higher education institutions. (Transparency & Transferability)</u> <u>[2016 Focus Area: Data]</u>				
<u>6.2 Identify a process to centrally locate these agreements within institutions and potentially within the statewide CPL Portal. (NOTE: This is about students having access to which institutions have agreements NOT the agreements themselves)</u>				

2016-2017 HECC CPL **Staff** Action/Work Plan

Focus Area: Advocating for Data Collection and Refinement				
Implementation Strategies	What we need to know to move forward and/or things to consider in the future	What action steps we should take & who will be Responsible	What can/should we inform the HECC/Legislature of	Status & when actions should be completed
<i>(Transferability) [2016 Focus Area: All]</i>				

DRAFT 06-21-2016

2016-2017 HECC CPL **Staff** Action/Work Plan

Focus Area: Transcription Practices				
Implementation Strategies	What we need to know to move forward and/or things to consider in the future	What action steps we should take & who will be Responsible	What can/should we inform the HECC/Legislature of	Status & when actions should be completed
<p><u>1.a.3 Develop policies and review state standards in conjunction with the higher education institutions, to ensure colleges and universities develop and maintain high quality CPL programs (based on the definitions in the 2012 Report to the Oregon Legislature). (Quality) [2016 Focus Area: All]</u> [STAFF AND AC]</p>	<p><u>We need to continue in the policy development sphere. We need to look at Pilot program to go back and review data standards.</u></p> <p><u>AC develop the Standards but HECC staff develop and implement the policies.</u></p>			
<p><u>1.a.4 Work with institutions to develop guidelines for awarding credit to promote transparency and adherence to established standards among institutions. (Transparency) [2016 Focus Area: Professional Development and Transcription]</u> [STAFF AND AC]</p>		<p><u>AC reviews the guidelines and standards that institutions create. HECC Staff provide the technical assistance for institutions.</u></p>	<p><u>/*</u></p>	
<p><u>1.a.7 Develop recommendations to market CPL opportunities via an electronic CPL statewide portal that ensures communication efforts, articulates & addresses transfer options. (Transparency)</u></p>				

2016-2017 HECC CPL **Staff** Action/Work Plan

Focus Area: Transcription Practices				
Implementation Strategies	What we need to know to move forward and/or things to consider in the future	What action steps we should take & who will be Responsible	What can/should we inform the HECC/Legislature of	Status & when actions should be completed
<u>[2016 Focus Area: All]</u>				
<u>2.a.2 Ensure credit awarded is in compliance with established policies, standards, and the Northwest Commission on Colleges and Universities requirements. Seek input from institutions regarding transfer of credit and other regulatory requirements. (Quality)</u> <u>[2016 Focus Area: Transferability and Transcription] [STAFF AND AC]</u>		<u>AC works to seek input from institutions regarding transfer of credit and other regulatory requirement.</u> <u>HECC Staff work to ensure credit that is awarded is in compliance with policies and NWCCU.</u>		
<u>2.a.4 Regularly review transcription procedures with registrars to ensure transparency among the institutions. (Transferability)</u> <u>[2016 Focus Area: Transcription]</u>	<u>Part of this deals with OrACRAO</u>			
<u>6.1 Recommend standard format elements for institutions to consider as they develop the agreements and institutions should develop new agreements as needed based on the standard</u>	<u>These need to be regularly reported to the Advisory Committee.</u>			

2016-2017 HECC CPL **Staff** Action/Work Plan

Focus Area: Transcription Practices				
Implementation Strategies	What we need to know to move forward and/or things to consider in the future	What action steps we should take & who will be Responsible	What can/should we inform the HECC/Legislature of	Status & when actions should be completed
<u>elements. (Transferability) [2016 Focus Area: Transferability and Transcription]</u>				
<u>6.2 Identify a process to centrally locate these agreements within institutions and potentially within the statewide CPL Portal. (NOTE: This is about students having access to which institutions have agreements NOT the agreements themselves) (Transferability) [2016 Focus Area: All]</u>				

DRAFT 06-21-2016

2016-2017 HECC CPL **Staff Action/Work Plan**

Focus Area: Transferability				
Implementation Strategies	What we need to know to move forward and/or things to consider in the future	What action steps we should take & who will be Responsible	What can/should we inform the HECC/Legislature of	Status & when actions should be completed
<u>1.a.3 Develop policies and review state standards in conjunction with the higher education institutions, to ensure colleges and universities develop and maintain high quality CPL programs (based on the definitions in the 2012 Report to the Oregon Legislature). (Quality) [2016 Focus Area: All]</u>	<p><u>We need to continue in the policy development sphere. We need to look at Pilot program to go back and review data standards.</u></p> <p><u>AC develop the Standards but HECC staff develop and implement policies.</u></p>			
<u>1.a.7 Develop recommendations to market CPL opportunities via an electronic CPL statewide portal that ensures communication efforts, articulates & addresses transfer options. (Transparency) [2016 Focus Area: All]</u>				
<u>2.a.2 Ensure credit awarded is in compliance with established policies, standards, and the Northwest Commission on Colleges and Universities requirements. Seek input from institutions regarding transfer of credit and other regulatory requirements. (Quality)</u>		<p><u>AC works to seek input from institutions regarding transfer of credit and other regulatory requirements.</u></p> <p><u>HECC Staff work to ensure credit that is awarded is in compliance with policies, standards and NWCCU.</u></p>		

2016-2017 HECC CPL **Staff** Action/Work Plan

Focus Area: Transferability				
Implementation Strategies	What we need to know to move forward and/or things to consider in the future	What action steps we should take & who will be Responsible	What can/should we inform the HECC/Legislature of	Status & when actions should be completed
<u>[2016 Focus Area: Transferability and Transcription] [STAFF AND AC]</u>				
<u>6.1 Recommend standard format elements for institutions to consider as they develop the agreements and institutions should develop new agreements as needed based on the standard elements. (Transferability) [2016 Focus Area: Transferability and Transcription]</u>	<u>These need to be regularly reported to the Advisory Committee.</u>			
<u>6.2 Identify a process to centrally locate these agreements within institutions and potentially within the statewide CPL Portal. (NOTE: This is about students having access to which institutions have agreements NOT the agreements themselves) (Transferability) [2016 Focus Area: All]</u>				

2016-2017 HECC CPL **Staff** Action/Work Plan

Focus Area: Professional Development				
Implementation Strategies	What we need to know to move forward and/or things to consider in the future	What action steps we should take & who will be Responsible	What can/should we inform the HECC/Legislature of	Status & when actions should be completed
<p><u>1.a.3 Develop policies and review state standards in conjunction with the higher education institutions, to ensure colleges and universities develop and maintain high quality CPL programs (based on the definitions in the 2012 Report to the Oregon Legislature). (Quality) [2016 Focus Area: All] [STAFF AND AC]</u></p>	<p><u>We need to continue in the policy development sphere. We need to look at the Pilot program to go back and review data standards</u></p> <p><u>AC develop the Standards but HECC staff develop and implement policies.</u></p>			
<p>1.a.1 Identify promising practices throughout the state and nation for awarding Credit for Prior Learning (CPL). Use this information to enhance existing CPL programs in Oregon. (Quality) [2016 Focus Area: Professional Development]</p>	<p><u>AC can examine the pilot project in order to determine the practices throughout the state.</u></p>			
<p>1.a.2 Identify factors that encourage students to attain CPL. Conversely, identify barriers, including financial</p>	<p><u>This item will be more research related work. Staff would identify research and background.</u></p>			

2016-2017 HECC CPL **Staff** Action/Work Plan

Focus Area: Professional Development				
Implementation Strategies	What we need to know to move forward and/or things to consider in the future	What action steps we should take & who will be Responsible	What can/should we inform the HECC/Legislature of	Status & when actions should be completed
issues students encounter. <i>(Quality) [2016 Focus Area: Professional Development]</i>				
<u>1.a.4 Work with institutions to develop guidelines for awarding credit to promote transparency and adherence to established standards among institutions.</u> <i>(Transparency)</i> <i>[2016 Focus Area: Professional Development and Transcription]</i> [STAFF AND AC]		<u>AC reviews guidelines and standards that institutions create. The HECC staff provide technical assistance.</u>		
<u>1.a.7 Develop recommendations to market CPL opportunities via an electronic CPL statewide portal that ensures communication efforts, articulates & addresses transfer options.</u> <i>(Transparency)</i> <i>[2016 Focus Area: All]</i>				
1.c.1 Use standards (from 1.a.3) to ensure courses eligible for CPL are equivalent to college-level				

2016-2017 HECC CPL **Staff** Action/Work Plan

Focus Area: Professional Development				
Implementation Strategies	What we need to know to move forward and/or things to consider in the future	What action steps we should take & who will be Responsible	What can/should we inform the HECC/Legislature of	Status & when actions should be completed
courses. This may include developing course-level competencies for classes that provide CPL. <i>(Quality)</i> <i>[2016 Focus Area: Professional Development]</i>				
1.c.2 Develop a process to evaluate the quality of the credit awarded and its consistency across institutions in consultation with the higher education community. <i>(Quality & Transferability)</i> <i>[2016 Focus Area: Professional Development]</i>	<u>This requires doing an environmental scan of what each institution is offering and assessment opportunities.</u>			
2.b.1 Refer to 1.c.1 and 1.c.2 above. <i>(Quality & Transferability)</i> <i>[2016 Focus Area: Professional Development]</i>				
4.1 Identify promising practices throughout the state and nation for assessing prior learning. Use this information to improve assessment practices. <i>(Quality)</i> <i>[2016</i>				

2016-2017 HECC CPL **Staff** Action/Work Plan

Focus Area: Professional Development				
Implementation Strategies	What we need to know to move forward and/or things to consider in the future	What action steps we should take & who will be Responsible	What can/should we inform the HECC/Legislature of	Status & when actions should be completed
<i>Focus Area: Professional Development]</i>				
4.2 <u>Provide professional development opportunities for faculty and staff involved with assessment to improve and to further develop effective assessment practices. (Quality & Transferability)</u> <i>[2016 Focus Area: Professional Development]</i>	<u>HECC staff need to drive staff development. Staff need to provide assistance for planning. Organizations do workshops on these topics i.e. CCWD, ODE, CTE. How does the Advisory Committee provide the leadership role?</u>			
4.3 Encourage institutions to identify and share resources related to work load issues for faculty. <i>[2016 Focus Area: Professional Development]</i>	<u>The AC did this with the CPL Pilot Project. We need to ask about the workload on both the front end and back end. Questions: How do you get people together to do this? What opportunities can we piggy back on?</u>			
5.1 Provide funding & seek grant opportunities for faculty and staff to develop new quality assessment	<u>Align with Commission the communication and strategic funding.</u>			

2016-2017 HECC CPL **Staff** Action/Work Plan

Focus Area: Professional Development				
Implementation Strategies	What we need to know to move forward and/or things to consider in the future	What action steps we should take & who will be Responsible	What can/should we inform the HECC/Legislature of	Status & when actions should be completed
techniques for dissemination. <i>(Quality)</i> <i>[2016 Focus Area: Professional Development]</i>				
5.2 Develop opportunities for faculty and staff to regularly discuss assessment practices and credit yield for prior learning at regional and/or statewide meetings (assumes there will be a statewide leadership entity to plan these meetings and provide resources). <i>(Quality & Transferability)</i> <i>[2016 Focus Area: Professional Development]</i>				
5.3 Disseminate exemplary practices and procedures identified at these meetings. <i>(Quality & Transferability)</i> <i>[2016 Focus Area: Professional Development]</i>	<u>AC can share promising practices and scale up these practices.</u>			
<u>6.2 Identify a process to centrally locate these agreements within</u>				

2016-2017 HECC CPL **Staff** Action/Work Plan

Focus Area: Professional Development				
Implementation Strategies	What we need to know to move forward and/or things to consider in the future	What action steps we should take & who will be Responsible	What can/should we inform the HECC/Legislature of	Status & when actions should be completed
<p><u>institutions and potentially within the statewide CPL Portal. (NOTE: This is about students having access to which institutions have agreements NOT the agreements themselves) (Transferability) [2016 Focus Area: All]</u></p>				

Important Questions to consider:

1. What are the CPL areas the institutions are ready to have conversations (maybe based upon type of CPL) regarding? We need to be mindful of students who arrive not “ready” for the next class in a series.
2. How do we build a knowledge base of practices currently being explored and/or used in Oregon and the nation re: CPL and proficiency based learning?
3. How does imposing Standards affect the outcomes for students in Oregon?
4. What are the roles of waivers in CPL?
5. What is CPL’s impact on completion for adult learners?
6. Monitoring for compliance –What is HECC’s “authority”?
7. What defines a “standard” versus “policy” versus “guideline”? Standards refer to CPL Standards established by the Advisory Committee. Policies refer to rules the HECC implements and the HECC assists in establishing statewide support. Guidelines refer to institutional rules established in order to implement the standards and policies

Document Approved and Updated: Pending Approval; June 2016 (Updated)