

COTA Monthly Meeting  
Westminster College – Mueller Leadership Hall & WebEx  
May 15, 2023

Present: Christy Seawall, David Jones, Gavin O'Connor, Roberto Koch, Lacey Mattheis, Katelyn Wilson, Ross Hawkins, Roger McMillan, Brooke Lockhart, Kara Cahill, Robyn Walter

Meeting called to order by Katelyn Wilson 10:05am.

Gavin moves to approve minutes for April 2023, Roberto 2<sup>nd</sup> – motion carries.

Discussion about conference for 2024 – do not want to conflict with NISTS conference because it is in St. Louis – February 21-23, 2024.

Roger announced that he made the decision to retire from his institution on June 30, so he will need to be replaced on the COTA committee.

Kara added everyone to the subcommittee group on the credit/non-credit work so that we have access to the work that has been completed up to this point and the group can begin doing more work on the goals for the initiative on prior learning. Katelyn directed the team to the COTA Initiative Prior Learning Credit in Basecamp. Christy read over the document for the committee to discuss the background and context of the initiative.

Goals:

1. Research best practices within Missouri, from other states, and organizations such as CAEL and ACE on awarding credit for prior learning.
2. Identify in demand fields that provide prior learning opportunities for utilization in academic programs.
3. Develop rubric to aid institutions in awarding credit for prior learning to degree programs.
4. Follow criteria and/or best practices that are used in accreditation standards for higher education institutions in Missouri to accept credit for prior learning.

Ross asked for clarification on the definition of prior learning – Gavin provided professional credit (experience) and other academic coursework not already earned. Discussion about examples at OTC and how it is working there. Also discussed Military credit in which ACE recommends certain equivalent courses and potentially credit from non-accredited institutions. Gavin recommended that we try to come up with a common definition of what Prior Learning means. Christy provided that WGU's model of competency based learning allows the student to do assessment to measure the competencies at their own pace. The students do not receive the credit for prior learning, necessarily – but they do have the ability to demonstrate that they know the competencies in a course. David mentioned that Westminster is going to be meeting with [CAEL: Align Learning and Work | Home](#). Gavin said OTC has worked on a project to have workforce development courses meet traditional credit courses. Roger provided discussion from his perspective. Ross posed the question as to if this is going to be more geared for tech and community colleges as opposed to the 4-year. It was discussed that many of the workforce courses that are considered short courses are moving to an equivalent credit-based course so that it is transcribed.

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Lacey recommended that we could work on developing a best practice to transcript non-credit learning and accepting P or S grades as credit on transfer. Recommended that we assess the institutions in the state to determine a baseline of practices regarding prior learning.

Recommend creating a survey to send out to CAO's and/or registrars from the MDHEWD website

Kara will make sure that demographic questions are included (type of institution).

Kara mentioned that the Adult Learner Network is waiting on COTA in order to collaborate on the project.

After some discussion on creating a survey, Ross recommended that as a starting point we each look at our own institutions for common practices on prior learning. Discussion was had about each of the practices about awarding credit. Will post a document on Basecamp where we can all post.

Dr. Boggs from MDHEWD arrived for lunch and conversation. Discussed the goal of credential attainment for Missouri, gap of 13%. Asked about how MRT is working, and listened to discussion about challenges and strengths of transfer in the state. More conversation was held regarding the goals and thoughts of Dr. Boggs and MDHEWD.

Discussion about marketing COTA at MCCA and having Kara attend for conference registration. Discussion about how to market COTA at MCCA to increase community college attendance at the conference in February. MCCA is November 8-10 in Kansas City. Moved to Table this item until our next meeting in July. Lacey seconds.

Kara would like to discuss items with the conference committee later this week to make some final decisions about COTA conference.

Thank you to Katelyn for her service. Thank you to Roger. Thank you to David for hosting at Westminster.