

MnSCU Concurrent Enrollment Draft of Proposed Framework for Tested Experience



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Minnesota State Colleges and Universities

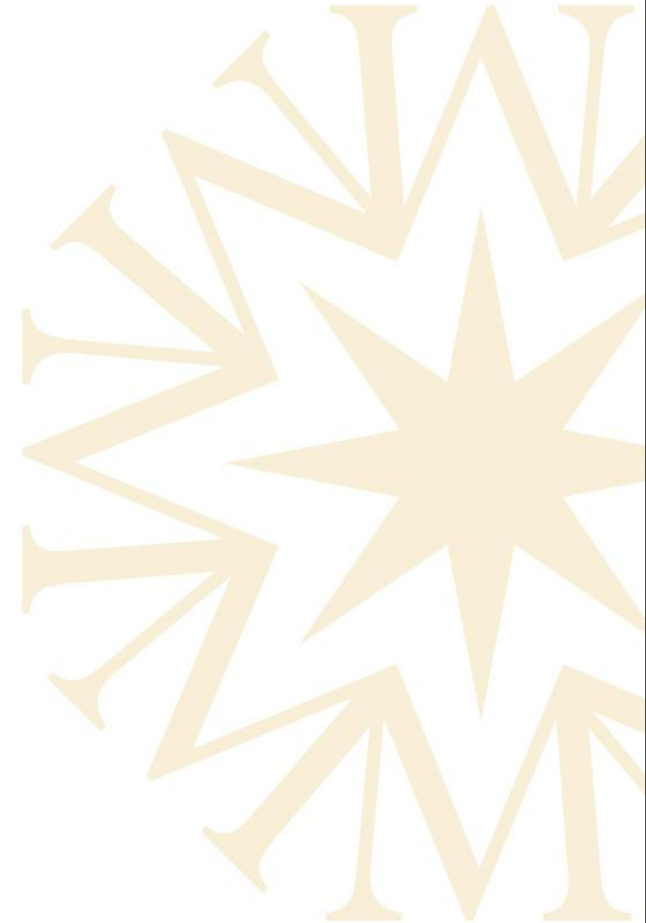
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MnSCU's Commitment to Concurrent Enrollment

- Sustaining and growing concurrent enrollment programs
- Value partnerships with local school districts and high schools, students and families, and communities
- Increase access to postsecondary education and increase affordability
- Work collaboratively with K12 partners



MnSCU Concurrent Enrollment Programs

- Alexandria Technical and Community College
- Anoka-Ramsey Community College
- Bemidji State University
- Central Lakes College*
- Century College
- Fond du Lac Tribal and Community College
- Hibbing Community College
- Inver Hills Community College
- Lake Superior College
- Mesabi Range College*
- Minneapolis Community and Technical College
- Minnesota State Community and Technical College*
- Minnesota State College- Southeast Technical*
- Minnesota State University- Mankato*
- Minnesota West Community and Technical College*
- Normandale Community College
- North Hennepin Community College
- Northland Community and Technical College*
- Northwest Technical College
- Rainy River Community College
- Ridgewater College*
- Riverland Community College*
- Rochester Community and Technical College
- Saint Paul College
- Southwest Minnesota State University*
- South Central College
- St. Cloud State University*
- St. Cloud Technical and Community College
- Vermillion Community College

* Has received National Alliance of Concurrent Enrollment Partnerships (NACEP) accreditation

Background on Higher Learning Commission Faculty (HLC) Qualifications

- HLC [Assumed Practice B.2](#)
- HLC [October 1, 2015 Guidelines](#)
 - Liberal arts and sciences: Master's in field or Master's with 18 graduate credits in field
 - CTE: Bachelor's degree in field and/or combination of education, training, and tested experience
 - MnSCU requires combination of academic credentials, recency work experience, and industry licensure/certification
 - CE instructors hold the same minimal qualifications as the faculty teaching on own campus
 - Assumed Practice B.2 allows for Tested Experience: equivalent to degree; breadth and depth of experience outside of classroom in real-world situations
- HLC Updated [March 2016 Guidelines](#)
 - Additional clarification to Tested Experience

Background on Tested Experience

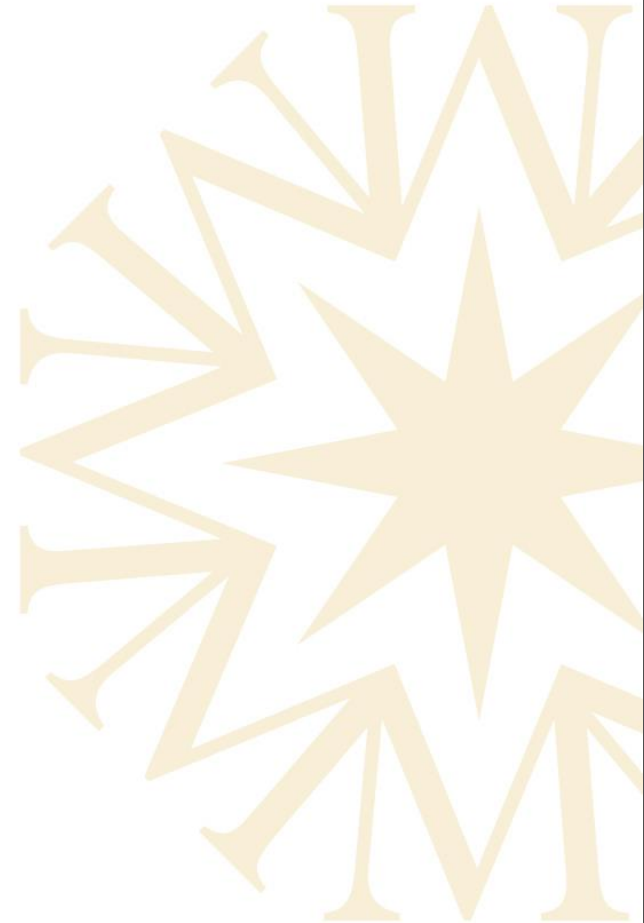
- In October 2015, HLC's Faculty Qualification Guidelines provided information of usage of tested experience.
- In November 2015, the Leadership Council agreed that all MnSCU campuses would use a common framework to determine tested experience.
- In spring 2016, a workgroup was subsequently charged with developing the framework for the application of tested experience to faculty credentialing requirements.
 - The framework will be consistent with Higher Learning Commission requirements and consider collective bargaining union contracts.
 - The workgroup will recommend policies and procedures for determining when such tested experience is sufficient to determine that the faculty member has the content knowledge expertise necessary to teach in particular disciplines.

Background on Tested Experience (Cont'd)

- In March 2016, HLC's updated Faculty Qualification Guidelines provided additional information on usage of tested experience.
- April 2016, Draft of proposed framework developed.
- Early May 2016: Review and comment with stakeholders
- May 2016: Final workgroup meeting
- June 2016: Tentatively scheduled to present recommendations to Leadership Council for consideration.
- If approved, will roll-out date TBD

Workgroup Members

- 4 faculty members (2 IFO representatives, 2 MSCF representatives)
- 4 concurrent enrollment directors
- 3 campus administrators
- 1 human resources administrator
- 4 MnSCU system office staff, including HR and ASA
- Co-chaired by a university president and a college president



Workgroup established principles to guide recommendations

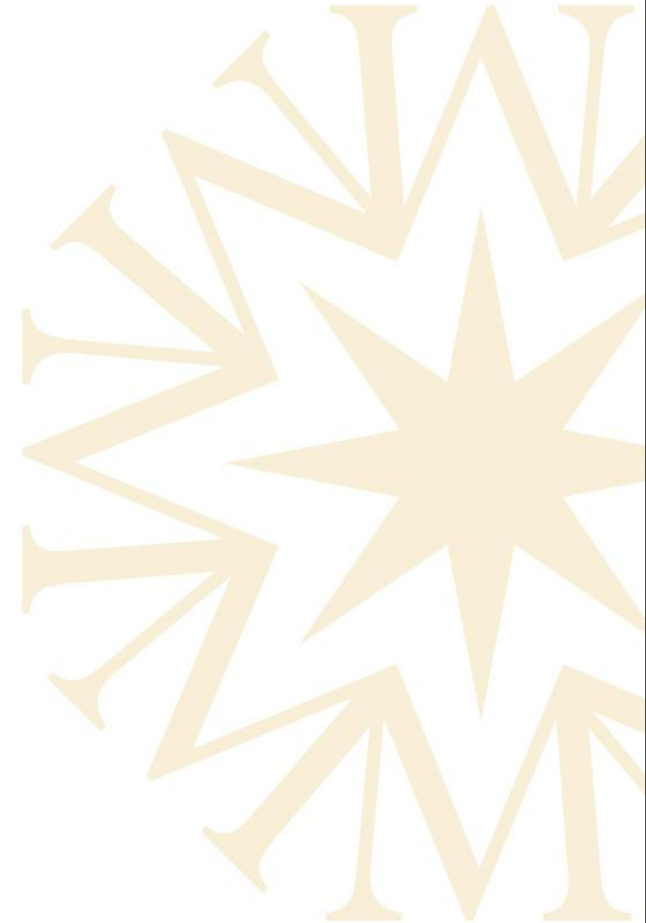
- All college courses are delivered by highly qualified faculty members with knowledge and expertise in their fields/disciplines.
- All faculty members who teach college courses must meet, at the minimum, the Higher Learning Commission (HLC) faculty qualifications.
- The minimum faculty requirements ensure that the faculty member are eligible to be hired at the college/university.
- Tested Experience may be considered as a part of meeting the HLC faculty qualifications; this Tested Experience must demonstrate master's degree level knowledge and expertise.

Workgroup established principles to guide recommendations (Cont'd)

- The Tested Experience framework should be applied consistently across the system's colleges and universities.
- The Tested Experience framework will be designed in awareness of other colleges/university as stakeholders.
- The Tested Experience framework aims to have high integrity and address faculty credentialing; any process developed will assure that all colleges and universities adhere to the agreed upon standards moving forward.

IMPORTANT NOTE:

- The framework for tested experience and evaluation of tested experience are in DRAFT form; all items are subject to change and does not commit MnSCU to any requirements
- MnSCU stakeholders are welcome to review and provide comments; note that comments will be considered and may or may not be incorporated



DRAFT Tested Experience Framework

- Concurrent enrollment instructors teaching courses in the liberal arts and sciences fields should have a master's degree in field or must have a master's degree and 18 graduate semester credits in field.
- This can be earned in two ways:
 - Traditional route of graduate-level discipline-specific coursework earned by enrolling and completing coursework (may include Master's of Education courses that are discipline-specific)
 - Credit for prior learning process offered by state universities and graduate-faculty/departments
- In cases of exception, if a concurrent enrollment instructor has subject-matter expertise that represents a depth and breadth of graduate-level knowledge in the field, he/she may be able to qualify for tested experience.
- These processes do not replace any other process that is also required by HLC to ensure that concurrent enrollments courses are the same as college courses.

DRAFT Tested Experience Framework (Cont'd)

- Credit for prior learning for graduate-level credits will be determined by individual graduate-faculty/departments in specific fields at each of the MnSCU universities.
 - University graduate-faculty/departments will determine their own process for evaluating credit for prior learning for graduate-level credits.
 - University graduate-faculty/departments will determine the maximum number of graduate credits that can be earned via credit for prior learning for each particular field.
 - University graduate-faculty/departments will determine the criteria used for granting credit for prior learning.
 - Credit for prior learning can only be completed for courses that are currently available at the university.

DRAFT Tested Experience Framework (Cont'd)

- If a concurrent enrollment instructor has a master's degree but does not have a master's degree in the field, he/she can **use tested experience as a part of the 18 graduate credits counting towards meeting minimum faculty qualifications.**
- Tested experience should **only be used for cases in exception and should not be construed as normal practice.**
- Tested Experience can be earned through a portfolio evaluation that does not include earning credit, in which a concurrent enrollment instructor demonstrates their knowledge and expertise through **completing a rigorous process that is evaluated by faculty/departments at the hiring institution.**

DRAFT Tested Experience Framework (Cont'd)

- The tested experience portfolio review process will be evaluated by the hiring institution (i.e., individual colleges or universities).
 - Colleges/universities must use the established framework for evaluation of tested experience.
 - Colleges/universities must establish a process where faculty members who are subject-matter-experts in the field are evaluators of the portfolios.
 - All colleges/universities must submit a required report each year of the number of concurrent enrollment instructors that were approved via tested experience and in which fields they were approved in. College/universities must also include the campus policy and process for evaluating tested experience.
 - MnSCU system office must create and implement an audit process that conducts annual randomized review of tested experience portfolios. Campuses that are providing tested experience approvals at higher rates will receive additional reviews.

DRAFT Evaluation of Tested Experience

- Concurrent enrollment instructor applicants seeking to meet minimum faculty qualifications through tested experience are eligible to apply to teach a MnSCU college course if they satisfy all of the minimum qualifications from Group A and any additional requirements from Group B.

DRAFT Evaluation of Tested Experience (Cont'd)

- **Group A: Must meet each of the following degree, teaching experience, and proficiency requirements.**
 - Degree: One (1) of the following:
 - Graduate degree in any field, minimum of twelve (12) graduate credits in field, and six (6) of Group B options; Or
 - Graduate degree in any field, minimum of nine (9) graduate credits in field, an undergraduate degree in the field, and nine (9) of Group B options;
 - AND Three (3) years of equivalent full-time teaching experience in the subject field; minimum of seventy-five (75) percent of experience delivered in face-to-face/in-person formats
 - AND Proficiency (If applicable)

DRAFT Evaluation of Tested Experience (Cont'd)

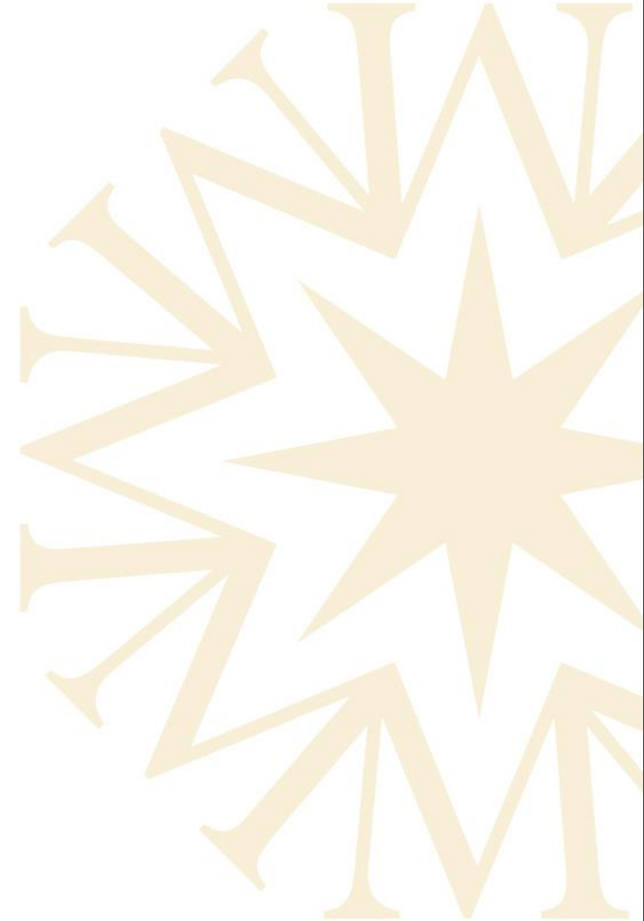
- **Group B: Must meet a combination of the following; either six (6) or nine (9) of the options**
 - 30 Hours of discipline-specific professional development in the field, or other relevant workshops, trainings, conferences, or seminars
 - Published textbook recognized by national or regional publisher; peer-reviewed journal manuscript, article or essay; or similar scholarly work in the field
 - 2000 Hours of equivalent experience requiring regular use of discipline or course-specific skills in the performance of professional responsibilities; paid or volunteer
 - 3 Months of equivalent participation in discipline-specific community of practice recognized by professional society; or significant personal practice to develop skills in field

DRAFT Evaluation of Tested Experience (Cont'd)

- Fellowships or awards from state, national or international organizations for excellence of teaching in field; within last five years
- Participation in test grading or test development for nationally normed assessment related to field
- National Board Certification in field
- Additional 5 years of successful and effective teaching experience in courses leading to undergraduate credit in field; includes significant content-specific training
- Passing score or better on subject matter tests in the field
- Oral presentation at relevant state or national conferences in the field

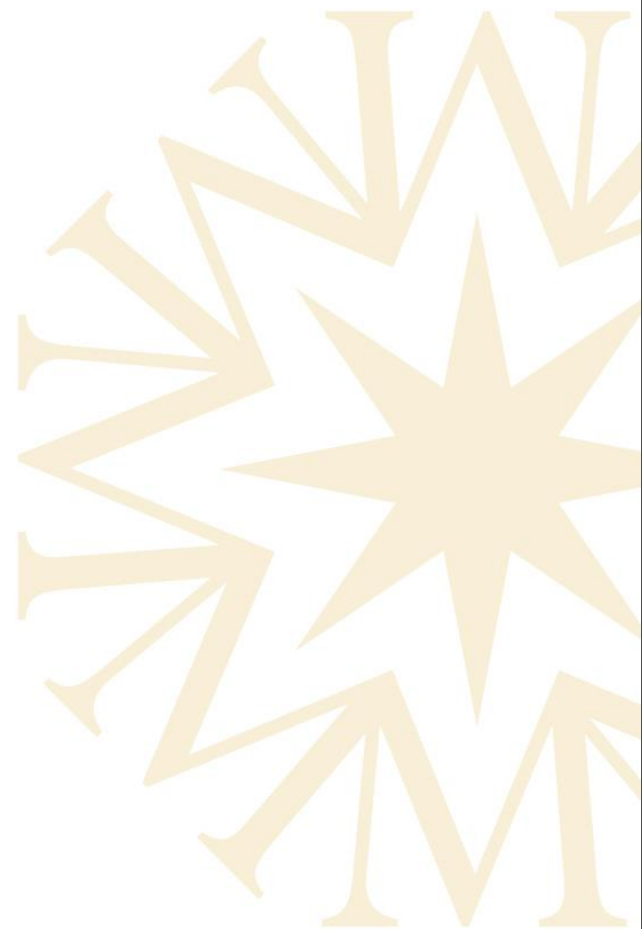
Next Steps

- Send comments via email to Pakou Yang at Pakou.yang@so.mnscu.edu
- Workgroup will meet in May to review all comments and make final edits
- Tentatively scheduled to be presented at Leadership Council (council of MnSCU presidents, Chancellor Rosenstone, and system office leadership team) in June
- If approved, will impact MnSCU campus practices moving forward; changes to System Procedure 3.5.1



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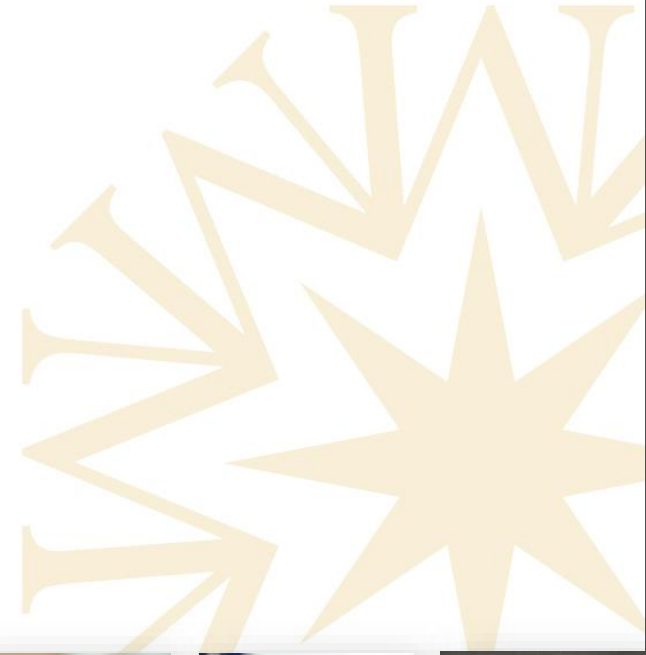


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