CALIFORNIA STATE POLYTECHNIC UNIVERSITY, POMONA
ACADEMIC SENATE

ACADEMIC AFFAIRS COMMITTEE

REPORT TO

THE ACADEMIC SENATE

AA-005-223

Creation of a Credit for Prior Learning (CPL) Policy

Academic Affairs Committee   Date: 03/06/2023

Executive Committee
Received and Forwarded   Date: 03/15/2023

Academic Senate   Date: 04/05/2023
                                                   First Reading
                                                   04/26/2023
                                                   Second Reading

Background

Your Name: Elke Azpetia

Your Email: emazpeitia@cpp.edu

Title of Referral: Creation of a Credit for Prior Learning (CPL) Policy

Names and Titles of proponents:
Jose Lozano, Articulation Officer
Dr. Phyllis Nelson, Professor & Faculty Director of Data Analytics
Elke Azpeitia, Veterans Services Coordinator
CPP CPL Committee

Keywords: Credit, for, Prior, Learning, CPL, Policy

Is there a deadline by when this referral needs to be considered by the Academic Senate?: Yes

Deadline Date: April 7, 2023

Justification for deadline: Cal Poly Pomona is required to have a policy established by no later than December 31, 2023 in order to be in compliance with AB 1002.

Background: See attached document.

Recommended Resources: See attached document under Appendix B.

Attachment 1: CPL Referral Draft (last revised March 8th, 2023)

Background

Purpose

The purpose of this referral is to request the establishment of the required Credit for Prior Learning policy and subsequently a Prior Learning Assessment procedure for issuance of course credit, general education area, or elective unit credit for prior learning experiences and knowledge obtained outside the traditional collegiate setting. Cal Poly Pomona currently does not have a specific Credit Prior Learning policy or assessment procedure to award credit by way of knowledge gained through experience, other than the option for students to receive credit through a challenge examination (Credit by Examination (Challenge) Policy No. 1603)[i].

Background

The American Council on Education (ACE) credit recommendations are recognized by Cal Poly Pomona and credit is awarded towards admission eligibility and towards the baccalaureate degree per CSU Credit for Prior Learning policy[ii](formerly EO 1036). Course and general education area articulation agreements have been established for military courses from Joint Services Transcripts (JST) with ACE credit recommendations. Additional articulation agreements have been established for institutions where veteran transfer students frequently attend (Appendix A). These articulation agreements are published on the Transfer Evaluation System (TES)[iii]. Cal Poly Pomona's articulation process has not included evaluation or awarding of credit for JST military occupations.

On March 20, 2020, the California Community College (CCC) Credit by Examination Title 5 § 55050[iv] was amended and renamed Credit for Prior Learning (CPL). The amended Title 5 allows the CCC to award course credit gained by way of experience, such as military training and occupations, industry training, apprenticeships, etc. CCC districts have adopted and implemented policies as required by the amended Title 5 sections and are currently awarding and transcribing CPL per their respective CPL policies.

CCC discipline faculty are responsible for assessing and determining course credit to be awarded for prior learning. CCC Title 5 § 55050 (b) defines assessment as "the process that faculty undertake with a student to ensure the student demonstrates sufficient mastery of the course outcomes as set forth in the course outline of record." Title 5 § 55050 (c) stipulates: "The nature and content of the assessment shall be determined solely by faculty in the discipline who normally teach the course for which credit is to be granted."

CSU Credit for Prior Learning policy was revised on October 7, 2021. The updated policy requires CSU campuses to recognize CPL, as is transcribed by the CCC and in turn award credit based on established CCC course articulation agreements for general education and major preparation. CCC transcripts are expected to specify the type of assessment used to award CPL (i.e., portfolio review, industry certification, credit by exam, Joint Services Transcript, etc.).

 AB 1002[v] was passed on October 6, 2021 and requires the Office of the Chancellor of the California State University, in collaboration with the Academic Senate of the California State University, the following:

"(i) By September 1, 2022, develop a consistent policy to award military personnel and veterans who have an official Joint Services Transcript containing courses that have been evaluated by the American Council on Education with full descriptions and credit recommendations, course credit for the California State University or the University of California, as appropriate for the student's needs, in a course taught on the campus where the student matriculates, with subject matter similar, or equivalent, subject to academic and faculty review, to that of the student's military education, training, and service."

"(ii)Periodically review and adjust the policy developed pursuant to this subparagraph to align it with the policies of other public postsecondary educational institutions."

"(B) By December 31, 2023, each campus of the California State University shall, and the University of California is requested to, have in effect a policy consistent with the policy developed pursuant to subparagraph (A) to assess Joint Services Transcripts for awarding course credit.

(2) Each campus of the California State University shall, and the University of California is requested to, post on its internet website the most recent policy adopted pursuant to this subdivision.

The CSU Office of the Chancellor has met the first deadline of September 1, 2022 specified in AB 1002 by publishing the updated Credit for Prior Learning policy on October 7, 2021 and the inclusion of Article 4 (Credit for Education, training and service provided by the Armed Forces of the United States). Per AB 1002, Cal Poly Pomona is required to develop a campus Credit for Prior Learning policy that aligns with the CSU's Credit for prior Learning policy by December 31, 2023.

In January 2022, CSU Title 5 § 40408[vi] (Credit Based on Examination) was updated and

renamed "Credit for Prior Learning", and reads as follows:

Unit credit toward the undergraduate or graduate degree may be secured by: (1) passing an examination given or approved by the appropriate campus authority, (2) demonstration of learning, skills, and knowledge acquired through experience, (3) learning acquired outside formal higher education, (4) education and training provided by the Armed Forces of the United States, or (5) other appropriate means of assessment as determined and approved by the appropriate campus authority in accordance with system policy.

Standardized exams are currently accepted by CPP for course, GE area, and elective unit credit. The standardized examinations section in this draft proposal is not new information and was included in an effort to keep all types of credit for learning under one policy.

In response to these legislative changes, CPP convened a CPL committee which included expertise from various departments (Appendix B). The following is a draft of a Credit for Prior Learning policy.

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CPP Credit for Prior Learning Policy
Proposal

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In instances where students have obtained knowledge from non-academic or informal educational experiences equivalent to coursework or subject matter offered at this university, students may receive course, general education area, or elective unit credit through Credit for Prior Learning. Credit for Prior Learning permits students to obtain University credit for subject matter in which they are especially qualified through non-traditional education or experience.

Students must not have previously received credit for any course containing similar or advanced material from the same subject matter field or in which the student is currently enrolled. Credit for Prior Learning shall not be permitted as a mean of earning a higher grade in a course. Once a student has enrolled in and earned a grade (passing or failing) in a course, the only way to earn a higher grade is to repeat the course and pay normal course unit fees.

Except for International Baccalaureate and Advanced Placement Tests, a student may not receive credit through challenge examination, standardized examinations, or experience, for more than 25% of their degree requirements (i.e. 30 semester units for a degree program requiring 120 semester units). Students will still be expected to meet campus residence requirements (see university catalog for current policies).

Cal Poly Pomona discipline faculty are responsible for assessing and determining credit for individual courses awarded for prior learning as long as it does not conflict with accreditation body requirements. General education area credit and University level requirements are awarded by the Office of Academic Programs in accordance with University practice.

Basic criteria developed by discipline faculty to determine student eligibility must be satisfied prior to moving forward with a request for credit by exam or credit acquired through experience. The basic criteria and a list of classes that may or may not be challenged will be published in the University catalog, department, and available in the Registrar's Office.

1. Academic Credit for Examinations and Other Assessments

In instances where students have obtained knowledge from nonacademic or informal educational experiences equivalent to coursework offered at Cal Poly Pomona, it is possible to receive course credit through examination and other types of assessments (i.e. portfolios and interviews). Students may initiate a request to receive credit for prior learning by providing justification that departments will evaluate to determine their eligibility for the challenge exam. Each department should provide guidance as to the types of justification that may be considered.

A. Campus Course Challenge Exams[i]

Departments may develop and provide challenge exams for major and elective courses. Courses meeting university requirements and general education requirements are not available for challenge exams (i.e., departments cannot offer challenge exams for courses outside their department); however, students may be able to provide evidence of prior learning for assessment of these courses (see section 1C). Courses available for challenge

shall be identified in the catalog, department, and available in the Office of the Registrar.

Students may challenge courses by taking examinations developed at Cal Poly Pomona to earn credit toward the degree. Challenge exams will be made available upon student request for students who meet the basic eligibility criteria, as determined by discipline faculty. Credit shall be awarded to those who pass them successfully. A course may be challenged only once.

The challenge exam permits students to obtain credit for subject matter in which they are especially qualified through nontraditional education or experience. Students are not permitted to obtain credit by examination unless all the prerequisites for the course as specified in the Cal Poly Pomona catalog have been satisfied. Credit by examination will not be allowed for a course that is prerequisite of a course which the student has already completed or in which the student is currently enrolled.

No student, including resident, out of state, or foreign, shall be permitted by an instructor to sit in a class without enrolling either for audit or credit, and paying appropriate fees. Challenge exam credit will not be given for any course that has been audited. Units of credit received through this procedure may not apply toward the residence requirement for any of the degrees or credentials offered by Cal Poly Pomona.

The content of the examination shall demonstrate achievement of the learning outcomes of the course. The examination may include written, oral, or skills tests, or a combination of all three types and will be sufficiently comprehensive to determine that the student has essentially the same knowledge and skills as those students who successfully complete the course are required to possess. Challenge examination credit is entered on the student's permanent record. For courses in the student's major, the credit is a letter grade. Other challenge exam credit is awarded on a CR/NC basis.

Detailed instructions for applying for credit by examination may be obtained from the Registrar's Office.

B. Standardized Examinations

Students may earn credit toward the degree and/or toward the determination of admission eligibility based on the following standardized examinations:
- Advanced Placement (AP) Tests
- International Baccalaureate (IB)
- College Level Entrance Program (CLEP)

The California State University (CSU) has published the CSU Systemwide Credit for External Examinations[viii] list to provide CSU campuses with guidance on how to determine, when appropriate, passing scores, minimum credits toward admission eligibility, minimum credits toward the degree, and certification area for transfer students seeking general education (GE) certification before matriculation. This information is also available on Cal State Apply for prospective applicants to review.

As noted in the CSU Credit for Prior Learning Policy, Cal Poly Pomona will determine

how external examinations will apply towards the degree program and if a student is not GE certified, the university will also identify how to apply exam credit towards local degree requirements. Please refer to Cal Poly Pomona's University Catalog section Credit for Non-Traditional College Level Work for more information.

C. Credit Acquired through Experience

Students may earn academic credit through learning, knowledge, or skills acquired through experience. Credit for experience shall not be used in determining eligibility for admission, unless it was previously transcribed on the student's academic record, nor may it apply toward the residence requirement for any of the degrees or credentials offered by the university.

Learning, knowledge, or skills acquired through experience *shall be verified through a variety of assessment methodologies, including written examinations, portfolios, personal interviews, demonstrations, and/or other means of documentation. Assessments shall be created and evaluated in accordance with academic standards by faculty and/or subject matter experts. Supporting information may be supplied by a field supervisor and/or employer.*[ii] Students earning credit for experience shall demonstrate they essentially have the same knowledge and skills as those attained by students who successfully complete the course or general education area.

Before academic credit earned for experiential learning becomes a part of the student's academic record, the student shall complete 15 units[ii] in residence at Cal Poly Pomona. Graduate students shall complete 3 semester units in residence.

2. Credit Acquired through Workforce and Industry Learning

Students may *earn academic credit based on recommendations provided by discipline appropriate evaluating organization, for example, the National College Credit Recommendation Service (NCCRS) and the American Council on Education (ACE). Examples of industry-recognized credentials that are listed in the ACE National Guide include SHRM (Society of Human Resource Management), IBM Corporation, Google IT, and Fire and Rescue Training.*[ii]

A. Types of Approved Instruction

Students shall be granted credit toward the degree for the following types of learning acquired outside of traditional higher education:

1. *Completion of learning acquired outside traditional higher education, such as recommended by American Council on Education's National Guide.*
2. *Successful completion of other learning outside of traditional higher education that utilizes prior learning assessment methods such as portfolio assessment, attempted independently or as part of a course.*[ii]

B. Application of Credit:

1. *Campuses shall accept and award course credit as recommended by ACE*

National Guide to College Credit for Workforce Training, as appropriate for a student's academic objectives.

2. *Credit shall be awarded for a specific university course or a specific category of university degree credit.[ii]*

3. Credit for Education, Training and Service provided by the Armed Forces of the United States

Cal Poly Pomona is required by federal law (38 CFR § 21.4253 (d)(3)) to evaluate prior learning to remain in compliance with the G.I. Bill® program, provide credit where appropriate, and shorten the time to academic objective accordingly. For students with Joint Services Transcripts (JST), credit shall be awarded based on the American Council on Education (ACE) credit recommendations for military courses and other military experiences (i.e., military occupations). When an ACE recommendation cannot be articulated to a specific course or General Education Area, then elective unit credit may be awarded at the upper- or lower- division level, as recommended by ACE, only when required by student's degree program. ACE credit recommendations for military courses and occupations are published on the ACE Military Guide here:
https://www.acenet.edu/Programs-Services/Pages/Credit-Transcripts/Military-Guide-Online.aspx

A. Basic Military Training (Boot Camp)

Completion of basic military training (boot camp) shall be used to satisfy Area E of the General Education requirements.[ii, ix]

B. Defense Language Proficiency Test (DLPT)

Utilizing the ACE recommendations, three lower-division semester hours for language shall equate to three semester units in General Education Subarea C2.[ii] To assign course credit using the DLPT, refer to the ACE National Guide recommendations:
https://www.acenet.edu/national-guide/Pages/default.aspx

Acceptable documentation for awarding DLPT General Education or course credit includes:

- *Official Defense Language Institute Foreign Language (DLIFLC) Transcripts*
- *Official Joint Services Transcripts (JST)*
- *Defense Manpower Data Center (DMDC) DLPT Examinee Results*
- *DA Form 330 Language Proficiency Questionnaire[ii]*

4. Acceptance and Application of Credit for Prior Learning from Other Institutions

California Community College students transferring to Cal Poly Pomona with Credit for Prior Learning which has been assessed, awarded, and transcribed by the California Community Colleges shall be awarded Cal Poly Pomona course, General Education area, or elective credit, per the articulation agreements published on ASSIST (www.assist.org)[x].

For students who enter with an Associate Degree for Transfer (ADT), full or partial certification in CSU General Education Breadth, and consistent with CSU policy on transfer, transcribed credit awarded for **learning acquired outside of traditional higher education** shall be accepted for articulation and transfer, including credits for CSU-GE breadth and CSU-IGETC based on current system-wide articulation guidance.[ii]

5. Prior Learning Assessment Grading

- Grading shall be according to the *CSU Grading, Repetition of Courses, Academic Renewal, and Appeals Policy*[xi] and per course grading description in the University catalog.
- Students shall be offered a "Credit/No Credit" option, if that option is ordinarily available for the course.

6. Transcription of Credit for Prior Learning

The student's academic record [official transcript] shall identify the specific course or category of degree requirement for which the student has received credit for demonstrated learning, knowledge, or skills acquired through experience.[ii]

7. Credit for Prior Learning Appeals

Students shall be allowed to appeal decisions regarding credit for demonstrated learning, knowledge, or skills acquired through experience through [Cal Poly Pomona's] existing campus grade appeal procedures.[ii]

8. Credit for Prior Learning Fees

A $5 fee per unit is charged for each challenge examination ($25 maximum). In addition, resident students who are paying less than full time should be alerted that they will be charged the difference if they pass the examination and grades are posted. Non-resident students who pass and have a grade posted are expected to pay for the non-resident units.[xii]

APPENDIX A

Cal Poly Pomona
Recognized Military Transfer Credit

Institution	Course-to-Course	GE Area	Total
[American Council on Education (ACE)]:			
Joint Services Transcript (JST)	16	20	36
Community College of the Air Force (CCAF)	4	23	27
Defense Language Institute (DLI)+	0	24+	24
University of Maryland University College (Adelphi & Baltimore, MD)	3	160	163
U.S. Coast Guard Academy	2	12	14
U.S. Naval Academy	1	0	1
U.S. Air Force Academy	4	17	21
U.S. Military Academy	1	0	1
Total number of agreements	31	256	287

+Total number of General Education Area agreements is greater when factoring total number of foreign languages taught at DLI. The number represented here is calculated based on six generic "FL" DLI courses listed in the Transfer Evaluation System (TES) multiplied by four foreign languages currently taught at Cal Poly Pomona (Chinese, French, German, Spanish).

per TES agreements established through 7/18/2021

APPENDIX B

Credit for Prior Learning (CPL) Committee Members		
Name	**Job Title**	**Department**
Jennifer Andelin	Associate Registrar	Registrar's Office
Charlene Ashton	Associate Director	College of Extended University
Elke Azpeitia[+]	Veterans Services Coordinator	Veterans Resource Center
Charles Conn	Associate Director	Office of Financial Aid & Scholarships
Dr. William Corley	Professor	English & Modern Languages
Dr. Keith Forward	Director	Academic Programs
Debbie Jay	Evaluator Lead	Office of Admissions
Connie Kuang	Associate Registrar	Registrar's Office
Traci Lew	Associate Director	Office of Admissions
Dr. Daniel Lewis	Chair/Professor	History
José Lozano[+]	Articulation Officer	Registrar's Office
Dr. Laura Massa	Associate Vice President	Academic Programs
Dr. Phyllis Nelson	Professor/Director	Electrical & Computer Engineering/Academic Programs
Daniel Parks	Registrar	Registrar's Office
Dr. Ronald Pike	Associate Professor	Computer Information Systems
Teresa Taylor	Director	College of Extended University
Brandon Tuck	Director	Office of Admissions
Jessica Wagoner	Senior Associate Vice President	Enrollment Services
[+]Co-Chair for the CPL Committee		

RELATED RESOURCES:

[i] CPP Policy No. 1603 Credit by Examination (Challenge) - https://www.cpp.edu/academic-manual/1600-1699- grading-student-affairs/1600-1699/policy_1603_credit_by_examination_cha.pdf

[ii] CSU Credit for Prior Learning Policy - https://calstate.policystat.com/policy/9817841/latest/

[iii] Transfer Evaluation System (TES): https://www.cpp.edu/registrar/articulation/tes.shtml

[iv] Title 5 § 55050 – California Community College Credit for Prior Learning: https://govt.westlaw.com/calregs/Document/IAE7881A8C3ED4DD3B4F2194E32E06B23?viewType=FullText&origin ationContext=documenttoc&transitionType=CategoryPageItem&contextData=(sc.Default)&bhcp=1

[v] AB-1002 Postsecondary education - course credit for prior military education, training, and service: https://leginfo.legislature.ca.gov/faces/billTextClient.xhtml?bill_id=202120220AB1002

[vi] Title 5§ 40408 – California State University Credit for Prior Learning: https://govt.westlaw.com/calregs/Document/IE2066C07B86A4438BB77FBE6543A8BA8?viewType=FullText&origin ationContext=documenttoc&transitionType=CategoryPageItem&contextData=(sc.Default)

[vii] WASC Senior College and University Commission Credit for Prior Learning Policy - https://wascsenior.app.box.com/s/05cvtmcsdii6lsimhqgl

[viii] CSU Systemwide Credit for External Examinations - https://calstate.policystat.com/policy/10711339/latest/

ix AS-2308-089/GE Use Completion of Basic Military Training Toward Satisfaction of Area E - http://academic.cpp.edu/senate/docs/ge005089pres.pdf

x Articulation System Stimulating Interinstitutional Student Transfer (ASSIST): https://www.assist.org/

xi CSU Grading, Repetition of Courses, Academic Renewal, and Appeals Policy: https://calstate.policystat.com/policy/9438931/latest/ (EO 1037)

xii CPP online catalog - Credit by Challenge Examination section: https://catalog.cpp.edu/content.php?catoid=61&navoid=4880&hl=%22Credit+for+Non-Traditional+College- Level+Work%22&returnto=search#Credit_Non-Traditional_College_Level_Work

Discussion:

The Academic Affairs committee discussed this policy and constituent feedback over five meetings since early October. There were several questions and concerns about labor, compensation, faculty time commitments, and ensuring our departments remain within compliance for AB 1002 and accreditation standards for course credit. Some departments were also concerned about accepting ACE-approved classes given some inconsistencies across disciplines.

> **UPDATE (March 8, 2023): Elke Azpeitia (Veterans Resource Center Director) and Lisa Rotunni (Executive Director of Academic Resources) were able to provide further feedback:**

- History of the fee: The fee is not a CSU-wide fee structure. Some CSU campuses did not have fees or they stated the challenge exams are free. In summary, there has been a fee for credit by examination on our campus since CPP was part of SLO. The fee in the 1942 catalog was $1.00 per unit, and it remained the same in the 1967 catalog as CPP separated from SLO. The fee changed to $5 per unit in the 1984 catalog. There is no existing documentation of why the fee was changed. It has not changed since then. (*Many thanks to Lisa Rotunni and the CPP Library for helping us with this!*)

- This fee (Special Examination Fee C4415) is currently going to the Registrar's Office. Once the CPL policy has passed, the Registrar's Office is willing to transfer this account to the academic departments. The revenue from the existing fee goes to the Registrar's Office to provide small support for the processing involved in posting the credit. *In fiscal year 2021-22, the total revenue was $85*.

- Future changes to this fee may be proposed through the Fee Advisory Committee.

  - Lisa Rotunni provided more detailed steps on how this process would work as of March 2023: The processes and forms that would be needed to change the fee are found on the Fee Advisory Committee Website at https://www.cpp.edu/fee_advisory/request.shtml. This fee is a Category IV Service Fee and would follow that flowchart. At the stage where it says "Proposal to be submitted to the respective VP", please email to Lisa Rotunni (lmrotunni@cpp.edu), Executive Director of Academic Resources. She prepares information for the Provost and facilitates the rest of the process. After Provost Brown, the packet will be reviewed by VP of Administrative Affairs Trinidad. If both endorse, it moves forward to the campus Fee Advisory

Committee for a recommendation to President Coley. Per the CSU Fee Policy, the President has the delegated authority to approve or adjust Category IV Service Fees.

Additional updates since February 6:

- Faculty expressed concerns about vague language when it comes to the limits of units granted to students through challenge exams. Language was added about residency requirements still being required. As of Spring 2023, this includes:

   o Students cannot have credit for prior learning included on their record until they have earned 15 units in residence (undergraduate) or 3 units (graduate) (per the CSU policy https://calstate.policystat.com/policy/13085511/latest/).

   o A candidate for the bachelor's degree shall have spent not less than two terms in residence, one term immediately preceding graduation (from the 2022-2023 catalog)

   o A candidate for the bachelor's degree shall have earned not fewer than 30 semester units in residence applicable to the bachelor's degree; of which 24 units must be in upper division courses, and 9 units in general education courses (from the 2022-2023 catalog)

- Whereas some departments felt activity courses would not be appropriate for challenge exams, other departments felt they could be eligible. We left the language vague to allow departments the flexibility to create their own criteria.

- Some coordination and assistance in monitoring the number of units (transfer, residency, CPL, etc.) will be needed from the Student Success Centers to help assess if a student is eligible to request a challenge exam. Faculty should consider including language and a related assessment step in their pre-screening criteria for challenge exams.

Overall, we could address most concerns with edits that strengthen language about departments' and professors' ability to publish and require pre-screening processes and criteria that could quickly assess if students would qualify for taking a challenge exam. We also added language about departments' being allowed to post lists of courses that may be or may not be challenged, and we added reminders of residency requirements that students would still need to satisfy.

It appears that there is not a one-size-fits-all approach to assigning or compensating workload (e.g., some TT/T faculty in departments regularly have a full 12-unit teaching load, so a supervisory course would be an overage). For others where faculty teach 1-unit courses, the CSUDH model may work best. Some universities require challenge exam requests to be made early enough in the semester (e.g., first 5 days) to help plan supervisory course sections during add/drop. Departments are encouraged to consider how these approaches may impact their budgets, faculty teaching loads (for faculty who give challenge exams frequently as well as rarely), and students' progress to degree, especially for transfer students who may have less time to apply for a challenge exam ahead of time. Departments may consider how streamlining this

process may also support time to degree for students and improve graduation rates (especially for classes that often need to be petitioned or are appropriate classes for being challenged).

Given the current low number of successfully challenged units (17 units resulting in $85 of income to the Registrar's office in one recent year), departments and colleges need to consider what is best for balancing workload compensation and avoiding students trying to challenge many courses, while also avoiding the unnecessary taxation of students. For departments that receive many challenge requests (some departments have as many as 75 per academic year), clear criteria backed by pedagogical and other compelling reasons (e.g., accreditation) should be discussed and made publicly accessible. All ineligible courses are required to be made readily available to students; it is up to the departments to decide which courses are not eligible for challenge exams.

Recommendations:

The Academic Affairs committee recommends the attached CPL Referral Draft that has been edited to address most faculty concerns, consultations, and the committee's discussions since early October.

The committee shares faculty concerns about implied and potential workload increases, but we see the value in having a policy to help ensure we comply with AB 1002 and to provide an initial framework for departments to create clear criteria, including identifying courses that are eligible as well as those that cannot be challenged based on pedagogical, accreditation, or other compelling reasons. Given that there is no mandated minimum number of courses that a department must offer, and that departments will be able to manage some of the workload by designating which courses are not eligible for CPL credit, we feel this is a reasonable policy to begin with in order to be in compliance with the law.