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# CAEL-WICHE Nomination Form Questions

# 2024 CPL Equity Awards

## Contact Information

### Credit for Prior Learning (CPL) is a powerful tool that supports adult learner engagement and completion, particularly for underrepresented populations in postsecondary education. CAEL and WICHE’s research has found, however, that many of the populations that can most benefit from CPL  are those least likely to have earned such credit. CAEL and WICHE are following up this research with the inaugural CPL Equity Awards, which will recognize strategies that have been proven to put CPL in reach of key sub-populations and/or increasing their CPL-credit earning. The goal will be to identify effective strategies that can be replicated by other institutions focused on improving equity in their CPL programs. This form is for eligible postsecondary institutions to nominate themselves for consideration for the 2024 CPL Equity Awards.  **You may read more about the awards, selection criteria, and institutional eligibility at**<https://www.cael.org/equity-awards>**.** **A pdf version of this nomination form can also be found at**<https://www.cael.org/equity-awards>**.** **All nominations are due by December 15, 2023, 6 pm CST.**

### 1) Institution Name:\*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

### 2) Institution IPEDS Number:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

#### 3) Institution type:\*

( ) 4 year public

( ) 2 year public/community college

( ) 4 year private nonprofit

( ) For-profit

( ) Other: \_\_\_\_\_\_\_\_\_\_

### 4) Your first name\*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

### 5) Your last name\*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

### 6) Your title\*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

### 7) Email address\*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

### 8) Phone number\*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

### 9) Your role in your institution’s CPL program:\*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

## About Your CPL Program and Equity Strategy

#### 10) Which methods of CPL does your institution currently offer (whether institution-wide or within one program area)? (Check all that apply.)\*

[ ] Standardized exams (e.g., CLEP, DSST)

[ ] Recommendations for military credit (e.g., ACE recommendations)

[ ] Portfolio assessment

[ ] Challenge or departmental exams

[ ] Review of non-college programs, or credit crosswalks (e.g., for industry credentials, corporate training, licenses, certifications, apprenticeship, etc.)

[ ] Other:

[ ] None of the above

#### 11) How would you describe your institution’s CPL offerings? (Select the option that best describes your program.)\*

( ) Comprehensive set of CPL methods across all programs

( ) Small number of CPL methods available across all programs

( ) Comprehensive set of CPL methods available for select programs

( ) Small number of CPL methods available for select programs

#### 12) Which of the following best describes the CPL policies at your institution?\*

( ) We have a universal set of CPL policies that applies across the entire institution.

( ) Our policies vary somewhat for a few key programs or majors.

( ) Our policies vary considerably for different programs or majors.

( ) Each department or major establishes its own CPL policies.

( ) Other (please specify):: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\*

#### 13) What is your process for ensuring the quality of your CPL policies and practices? (Check all that apply.)

[ ] We adhere to CAEL’s Ten Standards for Assessing Learning.

[ ] We follow the quality assurance guidelines of our accrediting body.

[ ] We follow internally-established guidelines for quality assurance.

[ ] We regularly review our PLA policies and practices to assess whether any changes are needed.

[ ] We do not have a formal process for ensuring quality.

[ ] Other (please specify):: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\*

#### 14) What is the target population that your CPL Equity Strategy was designed to affect?(Check all that apply.)\*

[ ] Black adult learners

[ ] Native American/Alaska Native adult learners

[ ] Latino/Hispanic adult learners

[ ] Adult learners at community colleges

[ ] Student parents

[ ] Veterans

[ ] Other:: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\*

#### 15) What type of strategy was implemented to make your CPL program more equitable? (Check all that apply.)\*

[ ] Outreach and communication

[ ] Financial support (e.g., waiving fees, providing scholarships)

[ ] Advising

[ ] CPL process improvements

[ ] Expansion of available CPL methods (including credit crosswalks)

[ ] Other:: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\*

#### 16) Please indicate which kind of metric your Equity Strategy has improved. (Check all that apply)\*

[ ] Number or percent of the target population asking about CPL

[ ] Number or percent of the target population talking to advisors about CPL

[ ] Number or percent of the target population pursuing CPL (e.g., taking standardized tests, submitting portfolios, requesting to have non-college learning reviewed).

[ ] Number of percent of the target population earning CPL credits

[ ] Average number of CPL credits earned by the target population

[ ] Other:: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\*

## Additional Details About Your CPL Equity Strategies

### 17) Describe the equity challenge that existed at your institution with respect to your CPL program, ideally covering some or all of the topics below. (Limit: 300 words)

* *What population was not engaging with CPL or earning CPL credit at the same rate as other groups?*
* *How did you know? What data or evidence did you have about equity gaps within your institution’s adult learner population? (By equity gaps, we are focusing on comparisons of the target population to CPL engagement by other student subgroups and/or to program averages.)*
* *Why did this qualify as an equity issue at your institution? Why is this an issue that your institution cared about?*

### \*

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### 18) Why did the target population not engage with CPL? Please describe what you learned about the reasons for the equity gap, ideally covering some or all of the topics below. (Limit: 300 words)

* *What steps did you take to understand why the target population was not participating in CPL at your institution, or was not earning CPL credit at the same rate as other groups?*
* *What did you learn and how did you learn it?*

### \*

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### 19) Please describe the specific intervention, strategy, process, or program that was put in place to reduce your institution’s CPL equity disparities, ideally covering some or all of the topics below. (Limit: 500 words)

* *What was the strategy or change that was implemented?*
* *Why was it implemented? Why was this strategy identified as solving the equity challenge?*
* *Who was involved in determining what strategy or change would address the challenge?*
* *What resources and/or support was needed to implement the change?*
* *How long did it take to put the new strategy in place?*
* *What barriers were there, if any, to implementing the change?*

### \*

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### 20) Please describe how you know that this practice is effective in increasing the target population’s awareness/engagement with CPL or their attainment of CPL credit, ideally covering some or all of the topics below. (Limit: 500 words)

* *What data or evidence did you routinely collect about your CPL program? What changes did you need to make to your data collection process?*
* *What specific metrics were tracked and showed change after the strategy was implemented? Please provide any quantitative data that describes the specific impact of the change in strategy on the target population. Please do not share individual student records with personally-identifiable information in it.*
* *How do you know that the new strategy was the reason for the change in metrics?*

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### By submitting this application, I, on behalf of the institution identified above, agree to the terms and conditions set out[HERE](https://www.cael.org/hubfs/CAEL_CPL%20Equity%20Award%20-%20Terms%20and%20Conditions.pdf)**.**