

CASSC Research and Testing Committee

MINUTES

Meeting: Wednesday, January 23, 2002 Wolfson Campus, Room 5507

Present: K. Alderfer, J. Bashford, C. Benz, I. Cobham, E. Davis, R. Edwards, B. Fortuna, S. Goldstein, R. Jean-Bart, D. Kaiser, A. Legget, J. C. Meza, C. Morris (Chair), S. Rodriguez, J. Tavares.

Not Present: C. Bermudez, R. Garcia, A. Paulet, A. Richter, D. Sloan, C. Spano,

Recorder: R. M. Zaragoza

I. Review of Minutes

Minutes of the November 14, 2001 meeting were approved as written.

II. Reports

A. Testing Directors

Juan Carlos Meza reported on the following items that were discussed during the Testing Directors meeting on January 23, 2002:

1. As in the past, the College will use the Testing Departments to administer the Supervisor Feedback Program, which is tentatively scheduled for this term during the period of April 8th - April 24th, 2002. Each employee will have the opportunity to evaluate their primary supervisor and one level higher (up to 2 levels higher) and a secondary supervisor if they have one (only up to one level higher). Administrators will encourage employees' participation and anonymity of the process.
2. The College Board will be presenting a CLEP-Bright Futures workshop for Test Center Administrators on February 19, 2002 at Wolfson Campus (9:30 a.m.- 12:30 p.m. in Rm. 3104-10). More information about the workshop topics will be obtained and communicated by Eurie Davis.
3. Testing Departments are piloting the ACT-ESL exam from January 14th to January 31st, 2002. Data from this pilot will help the EAP discipline decide if this exam should replace the EPT exam for placing ESL students.
4. The 30-day waiting period for retesting on TABE exam will be reinforced college-wide. This retesting procedure must be followed by vocational, adult education and GED students or by students in programs that require TABE for entrance/exit purposes.
5. The TABE brochure is in the process of being updated. Cathy Morris suggested that the new brochure should be available on the web to minimize printing costs.

S. Rodriguez informed the committee that Interamerican Campus would soon have a new Testing Director, as Andrew Richter will be leaving effective February 8.

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B. Computer Applications Development

D. Kaiser reported that he has been working on:

-Improvements to the Executive Information System (EIS), which include:

- Ability to drill down to the level of course reference numbers;
- Changing Virtual College course locations to the campus providing the faculty member;
- Changes for the new Schools so that prior year data are comparable.

-Victor Nwanko has started working on collecting Prospect information from Odyssey.

-David is creating an 'enrollment management' version of the 2001-1 SDB course record which will indicate when the course was added. Success rates will be examined based on these dates.

D. Kaiser also reported that the SAS license has expired. New files to update the license (SETINITs) should arrive shortly for PC-SAS and Mainframe SAS.

C. IR Activities

C. Morris reported that she is completing a report on County projections made with the latest census data as a base. The report will also compare population with M-DCC enrollment from Minor Statistical Areas (MSAs) in the County.

J. Bashford reported work on the following:

- Program Code Fix- class roll type information including program codes has been generated for key program courses supplied by Jesus Fernandez (School of Business). This is a pilot project to see if faculty can help encourage students to get the correct program codes entered.
- Joanne is also planning a series of surveys including a Graduate Student Survey, Follow-up of students who are leaving before graduating, and an employee Climate Survey. She is also working with FIU to obtain follow-up information on A.A. transfer students.

D. Enrollment Management

C. Morris reported that Rene Garcia could not be present because he was at another meeting. She informed the committee that Rene has been working with David Kaiser on enrollment management data for the EIS system. He is also helping campuses develop recruitment and retention plans, and continues to oversee focus groups of successful and unsuccessful students.

E. Odyssey Issues

J. Bashford reported that in the last port the 2-year test score expiration for placement was put in, but is not working properly. This is in the process of being fixed.

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III. Follow-up Items

A. Report from ESL Placement Test Subcommittee

C. Benz reported that the ACT ESL pilot is underway. There have been some challenges with the pilot, and the sample size will be lower than expected. She also reported that North campus has concerns about problems with the computerized test. After some discussion, the committee agreed that Cheryl would try the test at Wolfson to see if it appeared to be working, and would have another faculty member test it at Kendall. If all appeared OK, she would notify the campuses to proceed. (Note: subsequent to the meeting, S. Rodriguez asked technical support to reinstall the test at North to make sure everything was working correctly).

B. Placement Criteria

Silvio Rodriguez reminded the Committee that the review process started in November. He has not received any revisions nor heard from any discipline or program that revisions are forthcoming. He asked the committee members to check with their areas and to contact him if they discover that changes are forthcoming.

C. Entry-Level Testing – missing scores.

S. Rodriguez reported that college-wide hundreds of First-time degree seeking students did not have scores on the student data base and he sent a report of current term (2000-1) Wolfson Campus First-time degree seeking students with no scores or partial scores to Rulx Jean-Bart to see if scores can be found and entered. Rulx Jean-Bart presented a chart (see attached) of his audit (79 of 86 WC students were reviewed). Rulx Jean-Bart reported that most of the students without scores had the following status: (1) They received overrides from an advisor that viewed a hard copy of either a CPT, ACT or SAT score; (2) Their program code should be upgrade skills instead of degree-seeking; or (3) They were EAP students that received an override.

The Committee discussed various strategies for ensuring that test score data are accurate, including limiting the ability to override scores. It was agreed to proceed with the following:

- 1) Silvio Rodriguez will begin sending each Testing Director campus reports of missing scores from Opening Term data base information. They will then work with their Advisement Directors to begin the process of getting scores entered for students listed on the report.
- 2) In addition, the following strategies will be implemented: A) Testing Directors will be given access to enter ACT/SAT scores as needed; B) CPT scores of high school students will be entered in a Prospect screen if the student does not have a M-DCC student number at the time they take the CPT; C) future communications from IR will reinforce the testing requirement for First-time degree seeking students.

Next Meeting:

The next meeting of the Research & Testing Committee is Wednesday, February 20, 2001, 1:30 p.m., Bonnie McCabe hall, Room 5507, Wolfson Campus.

Distribution:

Research & Testing Committee
Allen McPhee, Chair CASSC
Dr. Karen Hays

Wolfson Campus students without any entry-level test for 2001-1

Audit Result

Number Of Students	Status
1	Has score under different student number
5	Have scores in the system
1	Is a vocational student
1	Is a transient student
26	Want to upgrade skills
34	Scores were verified and overridden by an advisor
11	Are EAP students