

CASSC Research and Testing Committee

MINUTES

Meeting: Wednesday, March 25, 2009

Wolfson Campus, Room 5620

Present: Ian Cobham, Rulx Jean-Bart, David Kaiser (Co-Chairperson), Ivonne Lamazares, Susan Manaskie, Dora Mejia-Montoya, Juan Carlos Meza, Victor Nwankwo, Mayte Pino (for Cecilia Puccini-Martinez), Adam Porro, Silvio Rodriguez (Co-Chairperson), Leighton Spence, Jeffery Thomas (for Sheri Goldstein), and Sofia Villalobos Tavarez

Not Present: Christine Dundas, Sahyli Galera, Rene García, David Heredia, Tom Meyer, Ivo Rokovich, Cynthia Schuemann, and Wendy Stinger

I. Review of Minutes

Minutes of the meeting of February 25, 2009 were approved.

II. Standing Item(s)

A. Research

No specific research item was discussed.

B. Placement Criteria document 2009-2010 review process

Silvio Rodriguez distributed Draft #3 - (03/25/2009) of the 2009-2010 Placement Criteria Document, which included the changes that were supported by the Deans during their review process. He then discussed the minor changes with the Committee. In addition, he informed the Committee that the next step in the review process would be by the Campus CASSC's on April 20 and April 21. He also reminded the discipline/area representatives of their role in the annual review process. The most recent version of the draft document is available via the Placement Criteria website at https://www.mdc.edu/ir/CPT_CLAST/placement.asp. It includes the changes that were supported by Committee members at the meeting and by the Deans during their review process.

III. New Business

A. Graeme Cunningham's Research Proposal, Canada-US Mobility Study was discussed and approved 15 to 1.

B. Lisa R. Lattuca's Research Proposal, Prototype to Production: Processes and Conditions for Preparing the Engineer of 2020 was discussed. The investigator answered questions via phone and agreed to send the survey through MDC, as we do not give out student contact information. The investigators also agreed to make changes to question #25. The research proposal was approved 14 to 0.

C. Review MDC Policy VIII-30, Placement Testing

Silvio Rodriguez distributed MDC Policy VIII-30, which is available via <https://www.mdc.edu/policy/Chapter8/08-VIII-30.pdf> and informed the Committee that it is in the review process. He then informed the Committee that he identified a minor change (use ensure, rather than insure) and asked them if they had any other suggestions for changes in the document. Two additional minor recommendations were made as below from the English and College Preparatory discipline representatives. These changes were based on the plural students at the beginning of the sentence.

Students who are admitted to MDC may be required to take placement tests in order to establish eligibility for placement into certain courses or curriculum, or to place the students at their proper level of study commensurate with their ability and past achievements. Additional test measurements may be administered when recommended by qualified College staff. Procedures will be established on each campus to ensure confidentiality of test results. Note: Subsequent to the meeting, the recommended changes were submitted by Silvio Rodriguez to Dr. Pamela Menke, Associate Provost for Academic Programs.

CASSC Research and Testing Committee

MINUTES

Meeting: Wednesday, March 25, 2009

Wolfson Campus, Room 5620

D. Review MDC Procedure 1321, Authorization to Conduct Research

David Kaiser distributed MDC Procedure 13210, which is available via <http://www.mdc.edu/procedures/Chapter1/1321.pdf> and informed the Committee that it is in the review process. He then informed the Committee that he will share his draft revisions at the next meeting.

IV. Follow-up Items - None

V. Information Items

A. SB1908 (CPT pre-12th grade testing and high school college preparatory courses)

Silvio Rodriguez reminded the Committee that the following site is an excellent resource <http://www.fldoe.org/Schools/CommonPlacementTesting.asp> then informed the Committee that the next formal meeting with MDC and the school district was Tuesday, May 5th and that MDC and M-DCPS working groups have already started the process of scheduling meetings to work on their discipline based assignments.

B. CPT and no more PASS? (CPT retest procedure)

Silvio Rodriguez distributed a 03-09-2009 draft version (see attached) of the ACCUPLACER (CPT) re-testing procedure that was supported by the Deans during their review process and informed the Committee members that the next step in the review process would be by the Campus CASSC's on April 20 and April 21. He then reminded the Committee that *developing a process that is acceptable to the EAP group and the Testing Directors to allow the entering of CPT scores in Odyssey for EAP referred students, but have those scores not used for registration purposes unless they met pre-determined conditions was still pending.* Note: Subsequent to the meeting, concerns related to testing students in the 10th grade who may be applying for early admission or the School of Advanced Studies was being addressed by the Testing Directors and the New Student Center Directors. Recommended changes in the procedure will be shared with the student deans and this committee.

C. CLEP English Composition Updates

Silvio Rodriguez informed the Committee that the English Composition with Essay and Freshman Composition with Essay examinations will be retired on July 1, 2010 and that the CLEP Composition with Essays is scheduled will be replacing the retired examinations.

VI. Reports

A. Testing Directors

Sofia Villalobos Tavaréz reported on the following:

- **SB 1908:**
The 2008-2009 MDC/M-DCPS testing agreement to test high school students for SB 1908 will end on May 8th.
- **CPT Retesting Fee:**
A survey is being conducted through FACTA-L (Florida Association of College Test Administrators Listserve) to find out if and what other Florida institutions are charging their students to take the CPT. This information will be used by the Testing Directors to prepare a recommendation on charging a fee for MDC students retesting on the CPT for a second time, and/or third time, and/or fourth time.
- **IELTS:**
This new English competency test has been added to the Placement Criteria Document. The test is similar to the TOEFL. A total score of 6.5 or higher would exempt student from taking EAP

CASSC Research and Testing Committee

MINUTES

Meeting: Wednesday, March 25, 2009

Wolfson Campus, Room 5620

courses. Students with a Bachelors degree from non-English speaking foreign countries and passing IELTS scores would be exempt from meeting the general education requirements, similar to those who have passing TOEFL scores. Testing Directors will soon have access to input the scores into Odyssey.

- **ACCUPLACER i3:**
MDC will migrate to the new ACCUPLACER i3 within the next couple of months. Each testing department is in the process of creating user accounts for proctors administering the test and producing reports.

B. Computer Services

Victor Nwankwo reported on the following:

Closed Programming Requests include the following:

- Changes were made to separate the unsuccessful registration list into credit and non-credit. Currently the list provides all unsuccessful student registration that is mixed and the only way to know if it credit or non-credit is by reviewing student information. This separation will allow Community Education to work on their part of the list.
- Changes were made to allow all students who enroll in "College Survival Skills", SLS, 1505, 1125, or 1510, beginning and including Fall 2008, will be permitted to use the courses for AA graduation in the 24-Hour Elective Block, regardless of their program's code effective term. This request was endorsed by the Student Deans and the Academic Leadership Committee.
- Starting June 12, 2008 College Credit Certificate seeking students registering for 2008-1 or beyond will NOT be required to test unless they are in an Allied Health program, or register for a placement required course, or take ANY course outside their of their program. The 2008-2009 Placement Criteria Document will include the information below. A new testing edit is needed that would stop CCC students from registering in ANY course outside of their program if they do not have valid placement scores in the system. The existing placement edits should be in force if the CCC student is registering for any course that requires placement.

C. IR Activities

David Kaiser reported on the following (submitted by Margaret Mannchen):

Institutional Research Activity for March 2009

Required State and Federal reporting completed:

- IPEDS Fall 2008 Enrollment Survey
- IPEDS Graduation Rate Survey
- IPEDS Student Financial Aid Survey
- SDB Course Number Match Report
- Building Construction Course Number Request
- Perkins 2007-08 data file verification
- Researching apprenticeship hours and completions (in progress)

The following reports were completed and are available on the IR website:

- Program Performance web reports
- College Fact Book updates
- Campus Briefing Packages Fall 2008 demographics (publication pending)

CASSC Research and Testing Committee

MINUTES

Meeting: Wednesday, March 25, 2009

Wolfson Campus, Room 5620

Other projects:

- Chronicle Guidance Survey
- Honors College Fall-to-Fall and Fall-to-Spring Retention
- Data support for Dr. Bashford's North Campus presentation
- Analysis of Fall 2008 Enrolled Student Survey (in progress)
- QEP analyses (in progress)

D. Enrollment Management – No report given

E. Area Report for CASSC Research and Testing Representatives

College Preparatory:

Leighton Spence reported that a discipline based working group for SB1908 was meeting on Friday, March 27th at the North Campus.

English:

Ivonne Lamazares reported that the English discipline is currently considering a proposal to add a number of LIT courses as possibilities to fulfill the second level ENC requirement.

Mathematics:

Ian Cobham reported that the Statistics faculty voted and approved the change of the pre-requisite for STA 2023 (Statistics) to MAT 1033 (Intermediate Algebra). Previously, MAC 1105 (College Algebra) was a co-requisite to STA 2023. The discipline has sent forward the recommendation for change and it is on the agenda for the next Academic Leadership Council meeting. The hope was for the change to become effective Summer 2008-3, but it seems more likely that it may not take effective until the Fall Semester 2009-1. In addition, the Mathematics Discipline will have their annual retreat Friday 27th March, 2009 from 8:00 a.m. to 4:30 p.m. at the Wolfson Campus.

Based upon this information Silvio Rodriguez informed the Committee that if the STA 2023 changes are approved by CASSC the Placement Criteria Document for 2009-2010 will include direct placement for STA 2023 as is currently used for MAC 1105, MGF 1106, and MGF 1107. *Note: Subsequent to the meeting, Silvio Rodriguez shared this information with the Mathematics Chairpersons. He later was informed by Virginia Puckett, discipline convener for the Mathematics Chairpersons that the suggested change was correct if CASSC approved the pre-requisite change for STA 2023.*

Campus Registrars:

Rulx Jean-Bart reported that the new North Campus Registrar is North Campus Testing Director Cecilia Puccini-Martinez. Cecilia's first day as the Registrar is Monday, April 6th. Congratulations Cecilia!

Next Meeting:

The next meeting of the Research & Testing Committee will be April 29, 2009 at 2:00pm in Bonnie McCabe Hall, Wolfson Campus Room 5620.

Distribution:

CASSC Research & Testing Committee
Emily Sendin, CASSC Chairperson
Jose Vicente, Campus President responsible for Testing
Joanne Bashford, Associate Provost of Institutional Effectiveness
Pamela Menke, Associate Provost for Academics
Malou Harrison, North Campus Dean of Student Services

RETEST PROCEDURE FOR FLORIDA COLLEGE ENTRY- LEVEL PLACEMENT TEST [ACCUPLACER (CPT)] AND PASS

Draft as of 03-09-2009



CPT

Students may retest once take the CPT a total of four attempts (one initial attempt and three retests) on each subtest of the ACCUPLACER (CPT) for initial placement prior to enrollment in any course within that subject area. Enrollment will be determined at the 100% refund date.

Students who started have already begun any level of college preparatory instruction in a subject area may only be referred for retesting on a case-by-case basis by faculty through their department College Preparatory Chairs. After the two-year period, since scores are no longer valid for placement, students who have not yet started a subject area are free to retake the test two additional times as long as the score(s) have not been used for placement. Note: Pursuant to Section 1008.30 F.S., the Florida College Basic Skills Exit Test (Exit Test) is to be used upon completion of college preparatory coursework. This does not allow for the use of the ACCUPLACER (CPT) as an Exit Test or for the purpose of earning a passing grade in the highest level of college preparatory courses. However, the ACCUPLACER (CPT) may be used for retesting on a case-by-case basis by faculty through their department College Preparatory Chairs for students who failed the Exit Test and/or one or more of the highest level college preparatory courses to adjust placement. This would occur if the authorized student achieves the State required placement score for entry into college-level coursework.

The decision to allow re-testing should be made on an individual basis and have the best interest of the student in mind. In addition to the ACCUPLACER (CPT), information from other sources may be used to adjust placement or exempt students from courses (e.g. further assessment in the classroom such as diagnostic tests and writing samples, CLEP or credit by exam, or transcripts of coursework taken elsewhere).

High School students may take the CPT twice in the eleventh (11th) grade and twice in the twelfth (12th) grade. Any student completing four CPT attempts is not eligible for further testing.

Notes:

Students who have already registered in a mathematics course (and are past the 100% refund deadline) are not eligible to take the College-Level Mathematics subtest without permission from the chairperson of the Mathematics Department.

Ability-to-Benefit students may retest once at any time after the initial testing date. For any subsequent attempts, the student must wait at least three months between administrations. Remediation is advised between administrations.

PASS

~~PASS is a practice version of the CPT. It has the same format and content as the CPT although scores from the PASS cannot be used for course placement. The PASS can help familiarize examinees with the computer format of the CPT to ease anxiety surrounding the testing process. In addition, the PASS can identify skill area deficiencies prior to taking the CPT.~~

~~In keeping with student flow recommendations addressing better orientation to placement tests, high school students are encouraged to take the PASS and use the results to make decisions about which classes to take while in high school. Miami Dade College (MDC) students are also encouraged to take the PASS and remediate if they choose to do so through non-credit workshops, labs or other means prior to CPT testing and placement in courses.~~

Guidelines:

- ~~• MDC students may retest once on each subtest of the PASS within one calendar year. Subsequent attempts on the same subtest within one calendar year must be authorized by the campus Testing Director. The Testing Department will enter all PASS scores in Odyssey.~~

- ~~High school students may retake the PASS as needed. The Testing Department will enter the scores and high school grade level status in Odyssey for each PASS testing session after the New Student Center has completed entering the required information in the Odyssey PROSPECT screen.~~
- ~~The Campus Testing Department reserves the right to restrict PASS testing during peak registration periods.~~

Points to remember:

- All referrals for CPT retesting students who started college preparatory instruction in a subject area within two calendar years must be approved by the department chairs or their designee. This includes students returning from suspension, students that who fall under the three time, or four time repeat rule and students that who have completed Adult Basic Education, Adult Secondary, or private, or any MDC based provider instruction as an alternative to traditional college preparatory instruction.
- ~~All information requested on the college wide CPT Retake Authorization form must be completed. Retesting authorizations must~~ may also be processed by entering a comment in the Odyssey testing screen of the student (SR, TS, TS, TP).