MEMORANDUM

TO: Academic and Student Deans,
    College Prep Chairpersons, EAP Chairpersons,
    English Chairpersons, Mathematics Chairpersons,
    Adult Education Director

FROM: Silvio Rodriguez

SUBJECT: PLACEMENT CRITERIA REVIEW PROCESS FOR ACADEMIC YEAR 2007-2008

It is time to begin reviewing and revising the Placement Criteria document and I am asking for your assistance in this process. To ensure a smooth review please visit the Placement Criteria link which is available via the Institutional Research website at http://www.mdc.edu/ir (click on Testing Information, then Placement Criteria). This site has the Overview of the Placement Criteria Review Process and will soon have the updated placement data for review by discipline, which includes a set of tables that provide data on student success in selected courses by course placement (College Preparatory, EAP, English, and Mathematics).

As you may already know, the review process timeline includes a review by discipline committees, academic and student deans, campus CASSCs, the Research & Testing Committee, college-wide CASSC, and the Executive Committee. If you are considering any substantial changes in the placement document, we strongly encourage you to begin the process as soon as possible.

For your information, the 2006-2007 Placement Criteria document, Course Placement and Test Guide, EAP Course Placement Test Guide, and the ABE, Pre-GED, ESOL, and ELCATE Course Placement and Test Guide are also available via the Placement Criteria website. Please review the current documents and submit any suggestions for changes, additions, or deletions via your discipline convener/area head as soon as possible.

If you have any questions please let me know. Thank you in advance for your assistance in this process.
SR/mh

Attachment

c: Cathy Morris
    Dwight Smith
    CASSC Chair
    CASSC Research & Testing Committee