

**ASSESSMENT AND TESTING COMMITTEE  
MINUTES  
October 14, 2004**

**Members Present:**

Vicki Atkinson, STU DEV Faculty Orientation Coordinator  
Lin Cui, ESL Program Faculty  
Dawn McKinley, Career Program Faculty  
Matt McLaughlin, Admissions Administrator  
Kurt Neumann, English Faculty  
Nancy Rice, Co-Chair, Math Faculty  
Hazel Rilki, IT Administrator  
Michele Robinson, Faculty-at-Large  
Eric Rosenthal, STU DEV Administrator  
Julie Hennig, AVPAA  
Kate Gianaris, Reading Faculty

**Members Absent:**

Tanya Bergman, Assessment/Testing Coordinator  
Karen Froelich, Transfer Program Faculty  
Maria Moten, Co-Chair, Registrar's Office

*Members are encouraged this year to send representatives in your absence, as we are projecting some significant changes in policy that might affect all areas.*

**Guests:**

**Meeting was called to order at: 3:35pm**

**Minutes:** *from Sept. 23, 2004 were approved after minor changes were made.* The date originally read Sept 9, 2004 as opposed to Sept. 23, 2004. Michele' Robinson appeared under the list of members present *and* members absent. Her name was deleted from the list of members absent.

**Agenda:**

**I. Updating RAC Pilot**

- A. John does not have all of the tracking. Sallie has been keeping records and she can come and address this group at the December meeting or sometime next semester. Note: It was mentioned that Sallie did not feel we are dealing with "lots" of students on this issue
- B. Discussion took place as to whether or not we need them to do this ASAP or if it could hold until March and give more time for data collection.
- C. Additional discussion: Did they miss the cut off date to present pilot information to the group? The consensus was that it is a non-issue since it is a pilot
- D. Suggestion was made that perhaps the way to solve the RAC issue is to have the statement converted to read "*12 concurrent hours*" vs. just saying "*12 hours*" for determining part time vs. full time—testing vs. not testing status.

- E. More discussion on the issue of whether or not it is important to have these students tested or not.
- F. Nancy could get documentation from Sallie and bring to the meeting, but more discussion resulted in the conclusion that Sallie should be invited to present this data to us in January or February of 2005 so that we can review the information before registration begins in late February 2005.
- G. Further decisions were made that John was not needed at this meeting, but it is important to invite Adrienne McDay or someone from registration to be a guest at the meeting that Sallie would present this information.
- H. Food for Thought: DMS & Snography program was giving testing out similar to what RAC is asking for.

## II. Assessment & Testing Grid

- A. Matt led this discussion and shared with the group a sample of his responses and comments regarding the grid
- B. Many in the group were not clear of what to do with the grid so we reviewed the areas on the grid noting that committee members were to utilize their Academic Assessment Summary 04/05 & their 04/05 Assessment Procedures Fact Sheet to determine any issues or inequities they noticed. This is the only category to complete for now, but further discussion clarified the fact that the Realities column was to answer the question “can this truly be implemented?”; The Time Frame column is to consider both the time frame it would take for the procedure to be implemented as well as what time frame is needed to meet the objective.
- C. It was suggested that we deal with the full time vs. part time issue before we tackle the other issues on the grid.
- D. This suggestion led to lots of discussion on the FT vs. PT issue:
  1. It was suggested that one way to deal with the full time vs. part time issue is to consider “when the hammer falls” on the 18 hours, then if students have GPA of 2.0 or higher, they can continue on as a part time student, but if not, then they would have to be tested.
  2. As it is today, all students, whether FT (full time) or PT (part time) must take math placement tests
  3. Current hole in system exists. You can have PT student with heavy reading courses and never needed to take reading placement because they are PT. Students know that below 12 hours they can stay PT.
  4. Idea: It can all be like math or *all students could be tested* regardless of FT vs. PT status—but *it may be impractical to test the number of students that could be affected*
  5. Per Eric, one change being considered is that once the student hits 11 hours, if the GPA is less than 2.0 they can take a success course or a 2 hour success seminar to avoid having them get to 16 hours and being on probation before they get help
  6. The idea of adding a pre-req of ENG, MTH, or RDG has been proposed in the past, but not well received. “For example, if we said everyone has to take ENG 101 and get a “C” or better before getting into say political science, then many of the smaller programs would experience a short term drop in enrollment.”

7. Question was raised: “Has research been done to show correlation between developmental students and success in other coursework (i.e. Accounting, Biology, etc.)?”
  8. Point was made that 4 year universities have a plan to ensure students take reading, math, etc. before they can take their core course. We are an ‘open door’ institution and we can’t do that here. As it is now, an even lower level math course is being considered.
- E. It was decided that committee members need to utilize the comments from Matt’s grid along with their Assessment Summaries and their Fact Sheets to give feedback, on the grid, to Nancy Rice by Thursday, October 21, 2004---this has been extended to Monday, October 25, 2004.

### III. Miscellaneous

- A. Karen Froelich sent the following information for the committee
  1. By vote of the math department, take MTH 104 off of the Academic Assessment Summary.
  2. All Fall 103 students will take precalculus if planning to take MTH 200 (calculus).
  3. None of Fall 103 students should take 104
  4. Refer questions about 104 to Karen Froelich
- B. Essentially there should be no one coming in new that would be affected by the removal of MTH 104

Meeting was adjourned at: 4:40 pm

- IV. **Meeting Schedule** – will be 2<sup>nd</sup> and 4<sup>th</sup> Thursday of the month at **3:30 pm in D105.**  
Because of holidays, please note no meetings in November.

*October 28*

*December 9*

Respectfully submitted,

Michele’ Robinson, Acting Secretary