

Foothill College Assessment/Placement Ad Hoc Taskforce Minutes

March 24, 2015, 1:00 – 3:00 pm - Altos Room

Members: Carolyn Holcroft; Thomas Shepard; *Elaine Kuo; Victor Tam*; Paul Starer; *Katie Ha*; Eric Reed; *Kathy Perino; Hilda Fernandez; Valerie Fong*; Allison Herman, Patrick Morriss; Andrew LaManque; Debbie Lee

Italicized names were not present

Guest: Stephen Fletcher (DeAnza)

- 1) Approval of February 24 minutes – Holcroft/Shepard (attachment) – approved with no revisions
- 2) Retest Policies
 - A. De Anza’s policy (Fletcher): DA policies “fluid” current ones have been in place for about two years. Fletcher reviewed the policies (see text box below)
 - i. Math – if within standard error of next level on cut score can go to tutorial (about 22 hours is the effective point) for review and retake – if within a month typically has significant increase (+20 points)
 - ii. Most essays graded by adjuncts, they do get stipends
 - B. Review of other colleges’ policies (attachment) (Shepard)
 - i. Generally no common themes. Policies all over the place.
 - C. Math department recommendations (attachment) (Perino/Lee)
 - i. Debbie reviewed the recommendations.
 - ii. Questions about the window of time for “Bad Day retest” – can it be within 6(??) months? ONE policy for retests, not separate policies for different conditions (within ten day window or past window)
 - iii. Thom clarified that if student begins a sequence (e.g. Math 1A/B/C) they may NOT go back and retake placement test (any transcriptable notation counts)
 - iv. Eric: need to write Summer Bridge programs into policy
 - v. “Retest” means the same test

- vi. Why duration is one year (placement valid for one year) – need to check board policy, may be misconception
- D. Is English willing to consider adopting same retest policy? I.e. retest one time within 6 months, and that's it? Paul will bring back to faculty
- E. Next steps?
- i. Thom and Andrew to draft proposed policy, Paul and Debbie to bring to English and math faculty

De Anza College Retest Policy

English/ESL

- Students are eligible for one (1) initial test.
- Students assigned writing and reading courses below college level must enroll and pass either the assigned Writing or Reading course to be eligible to retest in the other subject (Only applies to English, not ESL).
- Students who tested 5 or more years ago and did not enroll in English writing or reading courses/ ESL courses may retest.

Mathematics, Chemistry, and Biology

- Students may be eligible for one retest if their placement test report indicates they can take a math module and they complete the required math review module administered by the Math Tutoring Center.
- Students who take placement tests for Chemistry 1A, Biology 6A or Biology 40A and do not enroll in the prerequisite courses at De Anza or Foothill are eligible for one retest after six months. Permission to retest requires proof of study.

- 3) Common Assessment Initiative Steering Committee Update (attachment) (LaManque)
 - A. Andrew reviewed slides “Proportion of Placement Levels for Fall 2012 Incoming Students) and “Number of Statewide Retests Administered” – this is about 5% of all tests administered
 - B. CAISC will meet again in about 2 weeks
 - C. Recently selected [Link-Systems for CAI](#).
- 4) Carryover item: 2015 Strengthening Student Success Conference (RP Group) announcement – Assessment/Placement/Alignment strand (see next page) – Holcroft
 - A. Interest in sending a small team to attend the Assessment, Placement and Alignment strand (Andrew, Carolyn, Katie, Eric, Hilda, Allison)
 - B. Possible to use 3SP funds?