

September 15, 1998

MEMORANDUM

TO: Vice President for Instruction
Vice President for Student Development
Placement Testing Coordinator
Director of Developmental Education

FROM: William R. Strickland
Director, Student Development Services

SUBJECT: **REGIONAL PLACEMENT TESTING WORKSHOPS**

The North Carolina Community College System Placement Testing Committee will sponsor three regional workshops on placement testing this fall. Your college is invited to send a representative delegation of up to eight persons to the workshop to be held at **Guilford Technical Community College** on **November 16, 1998**. It is strongly suggested that your delegation include persons in the following roles on your campus: **chief academic officer, chief student development officer, placement testing coordinator, director of developmental education, three academic deans or department chairpersons and, if possible, the president.**

The purpose of the workshops will be to examine issues surrounding placement testing in the community colleges including:

- the appropriate use of placement tests,
- an analysis of the NCCCS approved tests,
- the interpretation of test scores,
- the determination and validation of cut-scores,
- the relationship of placement testing and developmental education,
- fair and appropriate testing practices,
- transferring test scores between colleges, and
- mandatory testing and placement.

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The workshop will provide an opportunity for the sharing of best practices and the exchange of ideas on the above and related topics. There will also be an examination of data from system-wide surveys of placement testing policies.

Attached to this letter of invitation is a summary of responses from each college regarding the placement tests they employ and their respective cut-off scores. Participants are urged to study these data and note particularly any differences between their college's scores and those of the system overall and the test publishers' recommended cut-off scores. Each college's participants are also encouraged to develop written statements regarding their procedures for determining cut-scores and for validating those scores.

Also attached is a registration form to be completed for your college's delegation. **Please send only one registration form for your entire delegation, and note that the form is to be returned to the NCCCS Office with a check to cover expenses.**

The workshops promise to provide much valuable information as well as an opportunity for stimulating discussion. They will also provide you with an opportunity for valuable input in the charting of future directions in placement testing in the NCCCS.

Please act now to form your delegation and complete the registration process. Your early attention to this will allow us ample time to make logistical preparations at the host colleges. If you have any questions about the workshop, please do not hesitate to call me at 919-733-7051.

I look forward to seeing you at the workshop!

Attachments

pc: President
Dr. Elizabeth Johns
Dr. Janyth Fredrickson