

Matriculation Committee Meeting Supplemental Handout  
Assessment Policy Revisions Proposal  
September 19, 2013

- Currently, there is no limit on the number of times a student is able to take the assessment test at SBVC. It is written that students must wait 1 year prior to re-assessing. However, there is no limitation regarding the number of re-assessments. The majority of community colleges have written in their assessment policy that students are eligible to take the assessment a certain number of times. Such a policy, controls for a student's attempt to continuously take the assessment in an effort to score higher or to "test out" of a basic skill class. Therefore, it is recommended that Matriculation Committee develops a policy that will limit the number of times a student may take the assessment test. Furthermore, it is recommended that the committee consider limiting students to a total number of 2 reassessments following the initial assessment. A poll has been conducted across a number of our surrounding community colleges and it has been established that there is no college in the area that currently permits a student to reassess more than twice. In fact, 2 reassessments are fairly liberal. Chaffey and RCC only permit 1 reassessment after the initial. Additionally, because SBVC allows students to validate assessment scores from other California Community Colleges, we also should consider accounting for external assessments within the 2 re-assessments.

**Sample Policy Verbiage:** Students may be reassessed no more than a total of twice during the time they are enrolled at SBVC. This will include both SBVC and other California Community College assessments.

- Currently, there is no limit on the number of times a student may retrieve "Prerequisite Clearances" from counselors using external assessments. Instead, a student is free to "assessment shop" and gets cleared for new courses as frequently as they desire. By implementing the limitation of reassessments, this issue will in many ways solve itself. However, we would also want to have an accompanying counseling policy that indicates that a counselor is only allowed to provide a student with no more than 2 prerequisite clearances if both assessments are taken outside of SBVC and no more than 1 prerequisite clearance if the student has reassessed at SBVC. The counselor would then be required to look in DATATEL whether a student has reassessed. If so, they would need to caution the student that they only have one more opportunity for a clearance.

**Sample Policy Verbiage:** Students who reassess may only be provided at total of two prerequisite clearances using external assessment scores. If a student has elects to reassess at SBVC once, they will then only be permitted one additional prerequisite clearance using assessment scores from another California Community College.

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- Currently, matriculation policy allows a student to transfer assessment results from another California Community College at any point during their active enrollment at SBVC; as long as the assessment was taken within 2 years. It is recommended that the committee consider only allowing a student to transfer and validate assessment results within the first year of attendance so that a student does not try to “test out” of basic skill English, Reading and Math courses that they have already attempted 3 times. The assessment center staff has verified that this has become an increasingly frequent problem they have been faced with.

**Sample Policy Verbiage:** Students who reassess may only be provided a total of two prerequisite clearances using external assessment scores *within their first year of attendance at SBVC*. If a student elects to reassess at SBVC once, they will only be permitted one additional prerequisite clearance using assessment scores from another California Community College *within their first year of attendance at SBVC*.

*\*This could replace the “Sample Verbiage Policy” above if the committee agreed to limit the length of time a student could transfer assessment results. If the committee decides against limiting the time frame, the above verbiage will suffice.*

- In an effort to prevent a student from re-taking the assessment at SBVC in an attempt to “test out of” or “bypass” a course of which they have attempted 3 times, Marco is going to consult with DCS to determine whether there is an ability to block a student from registering for an assessment in an area of which they have attempted a course 3 times and not successfully passed.