

# PLACEMENT STEERING COMMITTEE NOTES

Friday, March 23, 2007  
3:00 pm – 5:00 pm  
Rochester Hills – Board Room

Meeting was called to order at 3:00 pm. Present were: Carla Mathews, Mary Jo Schuster, Sue Bourbeau, Doug Riddering, Kathy Chiasson, Nancy Showers, Katherine Lichtenberg, Janice Brown Williams, Sally Hanna, Mark Woods

## I. NEW BUSINESS

- A) New Student Orientation Document (Kathy Chiasson): Kathy Chiasson presented a math placement information sheet to be used during New Student Orientation sessions informing students that they can use their ACT scores for math placement. This form should also be placed on the OCC math department webpage and in the new catalog. Kathy will send the document to Carla so a Graphics Service Request can be submitted to have it created and printed.
  
- B) ACT English Scores Document (Carla Mathews): This item is being tabled until John Mitchell is present to discuss. Currently, placement is given based only on one score (minimum 20). If this changes, per John's proposal, IR was asked to gather data on how many students would be affected (bumped up or down). Mark Woods stated that John Mitchell may already have the information. It will be discussed at the next meeting and if data is still required, IR will supply a report.
  
- C) Macomb CC & St. Clair CC "COMPASS English" test scores vs. OCC COMPASS Writing Scores (Carla Mathews): These scores were determined to be equivalent. If a student submits a COMPASS report from either of these schools, it should be entered in TSUM as writing scores so a placement will be generated.

## II. OLD BUSINESS

- A) English Practice Test Revisions (Doug Riddering): Doug Riddering researched the Macomb CC website and found a link to the ACT/COMPASS practice tests for: **Writing Skills; Mathematics – College Algebra, Geometry, Trigonometry; Mathematics – Numerical Skills/Pre-algebra, Algebra; and Reading**. Copies of the sample tests were distributed. Doug pointed out that the link describes everything the student needs, specifying the subject s/he needs to address without having to read through everything before finding the necessary information. Suggestion was made to put this link on our OCC website to direct students to the practice tests. Page two of the math test states that students are permitted to use calculators; however, at OCC, the calculators are provided ~ students may not use their own. Kathy Chiasson stated that the math department created their own practice test, but she sees no problem with revamping the current math practice page to include this link for additional practice options. She will send it to the math department and if there are no objections, approval was given to go forward with the change on the math department webpage. Doug stated that the counselors are happy with it and he will forward the link to the English department chairs for their input/feedback.

### III. UPDATE ON COMPLETED PROJECTS

- A) Guest Student Placement Exemption (Mark Woods – IR): Research Analyst, Mark Woods, presented a handout showing the overall success totals from 2005-2006 comparing college guests to regularly admitted OCC students. Results suggest that the guest students perform slightly better than the regular students. Doug Riddering stated that one possible reason for this is the guest student's pressure to pass in order to be able to continue at their home institution. Concerns: students maintain guest status for more than one semester. Once they're admitted as a guest, the exemptions remain in place permanently. Former guest students who apply as a regular student should have the exemptions removed. Currently, Auburn Hills is the only campus doing this.
- B) Guest student info from other institutions: Handouts from other schools' websites indicate the policy on guest students prerequisite and testing requirements vary significantly. Henry Ford waives prereq & testing requirements in all but three higher-level math courses; Washtenaw waives prereq & testing requirements; Lansing does not waive; Schoolcraft does not waive. Macomb waives placement testing but not prereqs. Carla suggested that IT should be consulted to see if it's possible to rewrite the rule to make guest exemptions temporary, expiring at the end of the semester they attend with guest status.

### IV. OTHER BUSINESS

A) M-TELP practice test: The ESL department will be contacted about this. A standard test should be available and easily accessible to help students prepare for taking MTELP

B) Discussion regarding the testing/prereq requirements for special populations such as the Applied Tech students. They are no longer exempt from placement testing and/or prerequisites. Many of them have degrees. Program changes may need to go through the curriculum process to simplify their admission/registration. Janice Brown-Williams will send an e-mail to the program coordinator to check into this.

C) Kathy Chiasson asked for an update on the Guest Status Hold. Carla reported that we're still working on automating that; however, there are other, more important, items for IT to be working on, specifically Academic Sanctions and the automatic uploading of ACT scores. She is expecting a finished product in the next couple of weeks and she has asked IT why this is taking so long as we are not the only institution doing ACT uploads.

D) Other ESL problems raised: Do the MTELP scores (math or English) ever expire? What is the re-take policy on MTELP? Should the retake & bump-up policy be the same for COMPASS and MTELP? The ESL department will be contacted with these questions and will be invited to the next meeting to address these issues.

E) Kathy Chiasson requested that the ACT complimentary scores be placed in the next catalog.

F) Janice Brown-Williams inquired about the demographic information from ACT. Sue Bourbeau will do a live demo of demographic survey questions presented in the program at the next meeting.

Meeting adjourned at 4:55pm. Next meeting – May 11, 2007

Meeting notes taken by: Joyce Reiterman / Transcribed by: Leanne Nadlicki.

Respectfully Submitted,

A handwritten signature in black ink that reads "Leanne M. Nadlicki". The signature is written in a cursive, flowing style.

Leanne M. Nadlicki  
Recording Secretary