

**PET FORM**  
**Planning and Evaluation Tracking**  
**(2011-2012 Assessment Period)**

Division of: Student Affairs

Person Responsible for this Division: Robert Austin & April Sessler

Department of: Testing Services

Person Responsible for this Form: Melissa Wilson

Purpose Statement (With Last Updated Date): Testing Services supports instruction, academic planning, and the community by providing various assessment services for students, prospective students and members of the community (Last Reviewed Fall 2011).

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**Goal Statement #1:**

Testing Services will increase GED college recruitment.

**Outcome/Objective Statement**

**(Be sure to include audience, behavior, conditions, degree/benchmark, and evaluation method):**

After sending our follow up information postcards to passing GED students, GED students will take the appropriate steps to enroll in classes at Amarillo College. Annual comparative studies will show a 2% increase in enrollment from passing GED students.

• Results (Provide Numbers and Percentages for Quantitative Data)

- **January 2007 – December 2007 Data:** Numbers = \_\_\_\_ out of \_\_\_\_ and Percentage =s 6 %
- **January 2008 – December 2008 Data:** Numbers = \_\_\_\_ out of \_\_\_\_ and Percentage =s 17 %
- **January 2009 – December 2009 Data:** Numbers = 130 out of 545 and Percentage=s 23.9 %

• Analysis

Following up with passing GED examinees has proven to increase Amarillo College enrollment.

• Improvements

To improve college recruitment, Testing Services personally contacted each passing GED examinee to discuss further opportunities at Amarillo College.

• Recommendations/Actions for 2011-2012

Implementing our new methods has proven to be successful. Testing Services will continue monitoring GED college recruitment numbers, but will discontinue monitoring GED college recruitment numbers for PET purposes.

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## Goal Statement #2:

Testing Services will increase the percentage of passing GED examinees attending the GED graduation ceremony in March and September.

### Outcome/Objective Statement

**(Be sure to include audience, behavior, conditions, degree/benchmark, and evaluation method):**

After personally contacting GED candidates who are eligible to attend the GED graduation ceremony prior to the graduation date, we will show a 10% increase in graduation attendance.

- Results (Provide Numbers and Percentages for Quantitative Data)
    - **March 2009 Data:** Numbers = \_\_\_\_ out of \_\_\_\_ and Percentage =s 21.6 %
    - **September 2009 Data:** Numbers = \_\_\_\_ out of \_\_\_\_ and Percentage =s 21.4 %
    - **March 2010 Data:** Numbers = 69 out of 262 and Percentage =s 26.3 %
  - Analysis

Although results did not show a 10% increase, improvements have been made.
  - Improvements

A change was made where we moved to one large graduation per year. Due to the increase in attendance, graduates will be encouraged to attend Amarillo College. Others will be encouraged to complete their GED. The community will be more aware of GED services Amarillo College provides.
  - Recommendations/Actions for 2011-2012
    - Testing Services will continue to contact GED grads, as well as change from two small GED graduation ceremonies per year to one large graduation per year and continue to track attendance.
    - Beginning next May, Testing Services will host one large graduation ceremony instead of two smaller ceremonies to have one large, well organized ceremony that will be the same weekend each year (for planning purposes).
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## Goal Statement #3:

Increase the number of examinees taking the CLEP exam.

### Outcome/Objective Statement

**(Be sure to include audience, behavior, conditions, degree/benchmark, and evaluation method):**

After promoting the benefits of CLEP by:

- a. Updating and reminding Advisors to talk to each student about CLEP opportunities,
- b. Building a CLEP segment into our ACCUPLACER training sessions for high school counselors,
- c. Adding a message to the ACCUPLACER score sheet notifying student of the benefits of CLEP,
- d. Speaking with Division Heads to incorporate more acceptable CLEP exams,

Testing Services will show a 10% increase in the number of examinees taking CLEP exams.

- Results (Provide Numbers and Percentages for Quantitative Data)
  - **2009-2010 Data:** Numbers = 176 examinees
  - **2010-2011 Data:** Numbers = 144 examinees

- Analysis

Unfortunately, CLEP numbers decreased by 18% from the end of 2010 to 2011. The drop in CLEP numbers has resulted in CLEP changing the Freshman College Composition exam to College Composition Modular and the Amarillo College English Department decided to increase the CLEP score required to obtain less CLEP hours.

- Improvements

This past year, Testing Services has updated Advisors on CLEP opportunities for students and held a special CLEP segment in the ACCUPLACER training sessions with high school counselors to show the importance of CLEP.

- Recommendations/Actions for 2011-2012

This year Nola Bartling will work with CLEP to compile statistics to present to Amarillo College department heads to increase CLEP awareness and the positive effects CLEP has on completion rates. Testing Services will continue to track CLEP numbers.

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#### **Goal Statement #4:**

Review Testing Center space to match the demand for services of student and academic support with space requirements and technology expectations (AC Strategic Plan through 2015: Strategy 4.2).

#### **Outcome/Objective Statement**

**(Be sure to include audience, behavior, conditions, degree/benchmark, and evaluation method):**

Testing Services will gather and analyze data to serve students already needing computer based testing and those exams transitioning from traditional paper/pencil based testing to computer-based testing (AC Strategic Plan through 2015: Task 4.2.3.1).

- Results (Provide Numbers and Percentages for Quantitative Data)

- **2010-2011 Data:**

Number of exams administered via computer:

CLEP = 144

ACCUPLACER = 8,542

Credentialing = 255

**Total = 8,941**

Number of exams administered via paper/pencil transitioning to computer in 2 years or less:

GED = 2,473

THEA = 35

THEA QT = 82

**Total = 2,590**

- Analysis

N/A – New Goal/Outcome

- Improvements

N/A – New Goal/Outcome

- Recommendations/Actions for 2011-2012

Testing Services will analyze the data and come up with a proposal to meet student demand for computers for testing purposes.