

Santa Rosa Junior College Campus Testing Centers Proposal

Background and Proposal

Student Services will be going through a facilities reorganization/consolidation on the Santa Rosa campus. The VPSS is soliciting ideas and feedback to inform this process. The Disability Resources Department faculty has proposed the creation of a Testing Center. The benefit of a Testing Center was recently discussed at the Leadership Academy with Administration, Faculty and Classified staff and was met with broad support. **While this issue is timely for the Santa Rosa Campus, the District's other sites, particularly the Petaluma Campus, are also in need facility and staff support for testing services.** DRD faculty feel strongly the District should address current, long-standing testing needs prior to allocating resources to new projects and endeavors. DRD faculty are seeking the Academic Senate's support of this proposal.

Unmet Needs and Opportunities:

- **Increased persistence and retention:** a testing center will provide additional support to increase students' academic success by reducing frustration when navigating testing services.
- **Proctoring for makeup exams:** provide much needed support for faculty, particularly adjunct, for proctored make-up exams.
- **Secure proctoring for distance education classes:** departments are reluctant to increase online offerings as the college currently has no proctoring services available to ensure the integrity of exams for DE courses.
- **Consolidation of current testing services:** testing services are currently located across many sites on campus, creating redundancy of service provision, inconsistent proctoring protocols, inefficient use of resources, and safety concerns.
- **Expansion of the proctoring of private, professional and licensure exams:** such exams are an opportunity for the District to generate revenue.
- **Expansion of times available for proctored exams:** current testing services are only available during typical business hours. Consolidation of testing services will allow for exam proctoring on evenings and weekends.
- **Increased equity for students with disabilities:** accommodated exams would be proctored in the same, centrally located setting that all other students access for testing services.
- **Increased availability in computer labs:** creation of a testing center will increase the quantity of computer stations available in existing labs as lab space would no longer be necessary for proctoring exams.

- **Provision of proctors for makeup and accommodated tests that will continue to occur in departmental instructional spaces.** Some exams must be administered in a specific environment. For example lab courses often require students to access specific instructional materials that cannot be feasibly moved to a Testing Center or alternative location. Consolidation of testing resources and staffing may make it possible to provide greater proctoring support for such exams.

Next Steps

- **It is recommended that a multi-disciplinary task force be formed to:**
 - Further assess and prioritize the District's testing needs
 - Analyze the fiscal impact of one or more testing centers
 - Determine the facility requirements for one or more testing centers
 - Explore resources, including fiscal, staff, and facilities
 - Develop a timeline and implementation plan
- **Seek input from the following District groups and Committees:**
 - Department Chair's Council (DCC)
 - Department Chair's Council and Instructional Managers (DCC-IM)
 - Educational Planning and Coordinating Council (EPCC)
 - Petaluma Faculty Forum (PFF)