

Santa Rosa Junior College 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)