



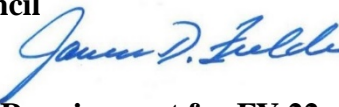
Larry Hogan
Governor

Boyd K. Rutherford
Lt. Governor

Andrew R. Smarick
Chair

James D. Fielder, Jr., Ph. D.
Secretary

MEMORANDUM

To: Segmental Advisory Council
From: Dr. James D. Fielder, Jr. 
Date: June 16, 2021
Re: Joint Chairmen's Report Requirement for FY 22 -
Report on Assessment Tools

Please share this memo with institutional leadership and relevant campus staff.

Legislators, via the Joint Chairmen's Report¹ (JCR), are requesting that the Maryland Higher Education Commission (MHEC) collect internal validity studies from institutions used to select the most effective assessment tools to identify students needing remediation. MHEC is expected to provide a summary and submit all materials received in relation to this request by December 1, 2021. This report may serve as the basis for more long-term studies of assessment tools.

To fulfill this reporting requirement, MHEC is asking all institutions to respond to a brief survey (http://bit.ly/2021_ValidityJCR) and provide the required materials and information for the state report. What follows are the details of the reporting request.

Timeline

All institutions must respond to the survey no later than September 1, 2021. Institutions will use the survey link to upload documentation tied to validity studies, if applicable. The materials will be reviewed by MHEC staff, who will prepare a statewide report in advance of the December 2021 deadline.

Requirements

Survey: all institutions are required to complete the [brief survey](#).

Validity studies: Institutions that use one or more forms of assessment to place students in remedial/developmental courses must (unless not applicable; see narrative request) provide validity studies or other documentation and a brief narrative report.

¹ The full charge from the JCR "The budget committees are concerned that the tests used to assess a student's need for remedial coursework may not provide an accurate indication of the student's ability to succeed in credit bearing courses. The committees request that the Maryland Higher Education Commission (MHEC) collect internal validity studies from institutions to identify the most effective assessment tools used to identify students needing remediation. The report should summarize the information from the institutions that can be used as a basis for a more in-depth study on assessment tools."

For the validity studies, the materials should be:

- No more than 10 years old;
- The results of formal campus-based studies shared with internal or external audiences (e.g., governing bodies, researchers, faculty and staff, other organizations such as consortia, foundations); and/or
- The results of other studies or work performed by campus staff and leaders that have not been presented formally to audiences.

Narrative: A 1000-word summary regarding the process and procedure that was used to select the current assessment tools (and cut off scores) for testing students to see if they need remediation/developmental coursework or support.

For formal studies, institutions can upload presentation slides, reports, and other materials that were shared with audiences. For less formal work, please summarize the studies and findings and limit to no more than three pages (plus appendices). The survey limits validity study uploads to no more than five items.

The narrative report should be in PDF format and can be uploaded via the Google form, as well. Both the validity study documents and the narrative report should include the institution's name in the file name.

If no formal or informal studies have been performed in the past 10 years, please respond accordingly in the brief Google survey.

Please ensure there is only one campus designee for the survey completion and documentation upload.

Thank you. Should you have questions, please contact Emily Dow, Assistant Secretary for Academic Affairs (emily.dow@maryland.gov).