

SOUTH DAKOTA BOARD OF REGENTS

Academic and Student Affairs

AGENDA ITEM: 6 – E (2)

DATE: December 6-8, 2016

SUBJECT: BOR Policy 2:28 – Proficiency Examination (First Reading)

Beginning with the [August 2014](#) retreat, the system has been engaged in an extensive process to refine the existing System General Education Requirements outlined in Policy 2:7 and 2:26. The Board reviewed an informational item during the March/April 2016 meeting that outlined a number of action items that would be emerging through BOR Policy revisions leading into the Fall 2017 term. During the August 2016 retreat, the Board approved the second reading of policies [2:7](#) and [2:26](#) which resulted in the elimination of Institutional Graduation Requirements and outlined the formation of a System General Education Council. Additionally, at this same meeting the Board approved revisions to BOR [Policy 2:11 Assessment](#) that created a framework for assessment of individual student works from approved system General Education coursework. An initial draft of the proposed guidelines are included on the Board December 2016 agenda for review. In the list of eight action items presented to the Board during the [March/April 2016](#) meeting, #7 recommended “Replace the CAAP with an objective assessment structure,” noting that the new approach would create alignment between student learning outcomes and evolving assessment strategies. Furthermore, the new model would better align with HLC accreditation requirements and the system’s growing distance student population.

In line with the above recommendation (and with an initial draft of the General Education Assessment Guidelines under review), the Board is asked to consider repealing BOR [Policy 2:28 Proficiency Examination](#) (see Attachment I), and end system-wide testing using CAAP following the Fall 2016 semester. Specifically, the request to repeal would not take full effect until the March/April 2017 meeting due to the Board’s two reading requirement for policy revisions. As a result, continuing to test during the Spring 2017 term will present the following issues for students/campus:

1. Institutions continue to expend resources (time, energy, financial) on CAAP testing for a group of students that would need to be tested prior to the scheduled March/April meeting;
2. Students who have been monitoring BOR action related to repealing the CAAP may opt to not sit for the examination or request deferment for the Spring 2017 term as the consequences for not testing are removed prior to the end of the term;

(Continued)

DRAFT MOTION 20161206_6-E(2): I move to approve the first reading to repeal BOR Policy 2:28 Proficiency Examination as presented, with the intent of placing system CAAP testing on hold for the Spring 2017 semester.

3. Students ineligible to register for courses due to failed attempts or failure to meet CAAP requirements must sit out an additional semester; and
4. Students who have meet all graduation requirements except CAAP will continue to have their degree withheld until the end of the Spring 2017 term;

If the Board is supportive of the first reading to repeal BOR Policy 2:28, authority is also being sought to place Spring 2017 testing on hold pending final approval during the March/April 2017 meeting. If the second reading to repeal is not approved then those students who would have been flagged for testing next term will be required to sit for the examination in Fall 2017.

SOUTH DAKOTA BOARD OF REGENTS

Policy Manual

SUBJECT: Proficiency Examinations

NUMBER: 2:28

1. Requirement

Satisfactory performance on the proficiency examination is required for all students seeking an associate or a baccalaureate degree from the South Dakota Unified System of Higher Education. To be eligible to receive an associate or baccalaureate degree from a Regental university, students must fulfill the proficiency examination requirement as specified within this policy.

Enrolled students who have already earned a baccalaureate degree are exempt from this requirement if the following conditions are met: 1) the institution awarding the degree is accredited by a United States Department of Education recognized accrediting organization; and 2) the degree required the completion of a minimum of 18 credit hours of general education requirements including the requirements specified in Board Policy 2:7.3 (Lower Division Credit Hour and Course Requirements/Student Proficiencies).

2. Criteria for Test Eligibility

A. Baccalaureate

- 1) Degree seeking students registered for credit.
- 2) Completion of 48 passed credit hours at or above the 100 level. Students will sit for the examination during the first semester in which they become eligible in terms of passed credit hours.

B. Associate

- 1) Degree seeking students registered for credit.
- 2) Completion of 32 passed credit hours at or above the 100 level. Students will sit for the examination during the first semester in which they become eligible in terms of passed credit hours.

3. Waivers

A. Baccalaureate and Associate degree seeking students may be exempted from the proficiency examination requirement by meeting the following conditions.

- 1) Earn a Composite score of 24 or higher on the ACT; OR
- 2) Earn a verbal-mathematics score of 1250 or higher on the SAT; OR

- 3) ~~Meet the ACT College Readiness Benchmarks established for each of the equivalent sub-scores including; OR~~
 - a. ~~Reading—22~~
 - b. ~~English—18~~
 - c. ~~Mathematics—22~~
 - d. ~~Science Reasoning—23~~
 - 4) ~~Earn an Associates or Bachelor's degree from a regionally accredited postsecondary institution in the United States;~~
- B. ~~To be eligible for the exemption, student ACT/SAT scores must be obtained prior to their first semester of postsecondary enrollment, either within or external to the Regental system.~~
- C. ~~Students entering the Regental system for the first time prior to 1998, or who have stopped out for more than five years since the completion of required general education coursework shall be exempt from the proficiency examination requirements.~~

4. ~~Deferments~~

~~Students who meet the eligibility requirements but, due to extenuating circumstances are unable to sit for the examination may petition the Vice President for Academic Affairs for a deferment prior to the test date or no later than the final day of the semester in which the examination should have been taken. Students granted deferments will sit for the examination during the next administration following the end of the deferment.~~

5. ~~Consequences of Noncompliance~~

~~Failure to sit for the examination as scheduled, whether initially or following a deferment will result in denial of subsequent registration at all Regental institutions. Students who have been denied registration due to failure to take the proficiency examination may apply for readmission after two academic terms (fall, spring, or summer). If readmitted, they must sit for the examination during the next administration. Failure to do so will result in immediate administrative withdrawal.~~

6. ~~Retesting~~

~~Students are required to perform satisfactorily on all components of the examination. Students failing to achieve the minimum proficiency level on one or more of the components will be allowed the opportunity to retest. Students failing to test satisfactorily in the fall must retest no later than the following fall's administration, and students failing in the spring must retest no later than the following spring's administration. In the interim students may continue to enroll in courses.~~

~~When first sitting for the examination, students must take the examination as a whole. When retesting, however students will take only those components on which a satisfactory score was not achieved. Students who must retest on one or more components may retake each one up~~

~~to two times within the time frame allowed as outlined above. All retests must be taken during the regularly scheduled test administration periods in the fall and spring.~~

~~As preparation for retesting students are required to develop, in collaboration with an academic advisor, a development plan for remediation to be completed within one year.~~

7. ~~Unsatisfactory Performance on the Retest~~

~~Students who do not achieve the minimum satisfactory proficiency level on the retest will be denied subsequent registration at all Regental institutions. Application for readmission will be contingent upon satisfactory performance on the proficiency examination. Students may arrange for retesting during any subsequent administration of the examination. Students may apply to retest at any Regental institution. Students who perform satisfactorily on the retest will be allowed to register for the next term.~~

8. ~~Appeals for Certification of Proficiency by Alternate Methods~~

~~Students failing to achieve the minimum satisfactory proficiency level as provided in section 6 above may appeal to an institutional review panel for certification of proficiency using alternate methods. Such certifications must be confirmed by the system's Chief Academic Officer who may empanel a system-wide faculty review committee to review the appeal.~~

9. ~~Transfer Students~~

~~Transfer students are subject to and must meet the proficiency examination requirements.~~

~~Transfer students within the South Dakota Unified System of Higher Education are subject to the policy as outlined above. For students who have been denied registration due to failure to take the proficiency examination, applications for readmission will be filed with and resolved by the receiving institution.~~

10. ~~Proficiency Examination Fees~~

~~Each university is authorized to charge students fees to cover the cost of retesting.~~

11. ~~Reasonable Accommodations~~

~~Each institution shall give students prior notice that it will provide reasonable accommodations for test takers in keeping with institutional practices implementing the South Dakota Human Relations Act of 1972, the Rehabilitation Act of 1973, and the Americans with Disabilities Act. (Refer to Board Policy 1:19.)~~

12. ~~Classes Missed During Test Administration~~

~~Participation in the proficiency examination as scheduled constitutes a university excused absence. The university will supply each student with a notice to that effect. Students required~~

~~to participate in the proficiency examination process may not be penalized in either their courses or in official university activities. Students required to participate in the proficiency examination will be allowed to make up any class events, including quizzes and exams, given during their absence. Students must be assured equity by being given make up exams, quizzes/assignments of equivalent content and expectations and within a reasonable time of the excused absence.~~

~~**SOURCE: BOR, December 1997; BOR, March 1998; BOR, August 1999; BOR, January 2000; BOR, October 2000; BOR, December 2007; BOR, December 2014; BOR, March-April 2016.**~~