

**Standards for Educational and Psychological Testing
Report on the Management Committee Meeting (6/10-11/09)
Progress Report 6**

Committee Members:

Wayne Camara, APA (absent day 2)
Suzanne Lane, AERA
David Frisbie, NCME

Organizational Representatives:

Marianne Ernesto, APA;
Gerald Sroufe, Staff Liaison for the Management Committee
Felice Levine and Phoebe Stevenson, AERA, partial attendance.

Visitors:

Gary VandenBos, Hal Warren, and Julia Frank-McNeil, APA Publications (partial attendance)
Todd Reitzel, AERA Publications, Laress Wise and Barbara Plake (partial attendance via conference call)

Management Committee Website

At the last meeting, the Management Committee and AERA agreed to reactivate the website that had been established to seek comments on the revision in 2007. This website was designed as a public space to inform members and others about the revision process and to permit submission of comments. This web site will be used to post presentations on the revision process and Standards, solicit comments when a draft has been completed, list news and updates on the revision process, and include links to relevant documents on the Standards (e.g., order information, historical information, applications in legal and legislative issues). The website will also include the scope of work; a roster of members of the Joint Committee, and a calendar of events. AERA has reactivated the site and the committee reviewed the draft webpage (<http://www.teststandards.org>.) A representative of the MC has agreed to serve as the point of contact between the Management Committee and both AERA staff and the Joint Committee in managing the web site. All content or changes to content should be forwarded to the representative for review. She/he will then work directly with AERA staff to post approved content. If there are any questions about the suitability of content (or the relevance or currency of content) other members of the Management Committee will be consulted. The Committee briefly discussed the process of collecting, organizing and coding comments on the draft document; however, this was deferred for discussion at a future meeting.

Conference Call with Joint Committee Co-Chairs:

A conference call with Laurie Wise and Barbara Plake was conducted on the first day of the meeting to review: (a) a request to approve and fund a one-time meeting of panels on relevant issues; and (b) a request for clarity on how communications with associations and external groups will be handled.

The Management Committee felt a panel was appropriate for an area such as technology issues in assessment. The Management Committee approved this request after considerable discussion prior to (in a separate conference call) and at the meeting. An expenditure of \$6360 to support travel expenses of experts to advise the committee was approved. The Joint Committee chairs will now present the idea to the full committee and, if approved, proceed to recruit the panel in time for its November meeting. The co-chairs welcomed the suggestion that an evaluation of the usefulness of the panel to the work of the JC be held.

The co-chairs will continue to reflect on strategies for securing reactions of those with special interest to the proposed changes regarding fairness and ask the fairness panel to consider other options. For example, invitational meetings or open forums at the annual meetings of the sponsoring associations might be considered to meet such a need.

Finally, the request for a communications plan was discussed during the conference call. The Management Committee agreed to develop a draft plan to share with the Joint Committee at their July meeting. Input from the Joint Committee will be incorporated into a revised draft that can be discussed with the Management Committee at their November meeting. The plan will include specific consideration of the role of the liaisons and address the question of how the summary of JC meetings will be shared.

Publication of the Standards

A working lunch with publications staff of APA and AERA was held to continue to explore publication options for the revised Standards. The Joint Committee had sought some direction on publication to aid in their drafting of the revised Standards. They specifically asked: (1) Should the work of the Joint Committee in drafting the Standards try to accommodate the possibility of e-publishing? (2) Can decisions be made at this time with regard to viable publication formats or pricing? In preparation for the discussion, the Management Committee reviewed a white paper on "Publication Issues" that had been prepared.

The MC was advised that changes in e-publishing technology are so rapid that there was little point in considering publication formats several years in advance of the completion of the Standards. It was recommended that decisions about publication formats be deferred until 12-15 months before publication. It was noted that the two goals sought by members of this committee – protection and access – were mutually contradictory, and that this would be an issue in moving forward regardless of an e-publication strategy. The discussion of e-publishing – involving hand-held devices, print-on-demand, and the pace of change in publishing – was greatly enhanced by the contributions of the experts.

APA and AERA Publication staff provided some advice and recommendations about a variety of e-publication issues: (1) print-on-demand is not an economically feasible approach, (2) there is no need for the JC to take electronic publishing into account in preparing a "print" version – this can be accommodated after the initial draft has been completed, (3) the '99 edition could be digitized and sold as means for the MC to

investigate how users might deal with an electronic version of the Standards, and (4) note-taking could be added to the list of potential features to consider for an e-version of the Standards. The Management Committee noted that, based on expert advice, there was no need for the Joint Committee to be concerned about e-publication in developing the revised content. The Joint Committee should be prepared to produce a publication that will be sold as a hard copy and likely also adapted for e-publication. Since a hard copy publication will be produced, the Management Committee and publications staff felt the Joint Committee should simply develop a traditional hard copy publication and not be overly concerned about adaptations to e-publication during the drafting stage.

There was some discussion about whether an RFI or RFP may be issued for publication. Gerald Sroufe agreed to search for information about specifications used in setting up the current publisher arrangements.

ISO/ANSI/PC230

Wayne Camara briefed the Management Committee on the status of the international standard being developed by ISO and the controversy over a substantial misrepresentation in Oslo in April, 2009 of ISO requirements for such a standard. At that meeting, attendees were told that the standard produced at the previous meeting was improper because it included requirements for clients. The delegations were instructed to modify the standard in a way that removed all requirements for clients.

After the meeting, the U.S. TAG to ANSI discovered that this instruction was incorrect and that a standard could impose requirements on both the service providers and clients. It is unclear how this issue will be resolved, but some individuals were concerned that the dispute would likely prevent release of a draft in time for approval by December 2009 and delay adoption of the PC230 standard.

Financial Report of the Joint Committee

Marianne Ernesto presented a report on Joint Committee expenses through March 2009 (including expenses for the December meeting). She indicated that future reports would be provided on a monthly and quarterly basis, and that expenditures for activities such as the technology panel approved by the Management Committee would be presented separately. It appears that current Joint Committee expenses are about \$15,000 per meeting, not including APA contributions of space, copying, IT services, and staffing. The three-year budget was reviewed in the light of the expenditures to date. The three-year plan continues to be a reasonable estimate to provide guidance to the publisher (AERA) for anticipated allocations from the development fund. The budget for producing the revision copy is \$600,000 over three years, exclusive of publication and marketing and legal expenses.

Financial Report of Publisher

Phoebe Stevenson provided reports covering sales of the 1999 Standards and the status of the development fund. The fund balance is now \$1.4 million and is currently earning interest at 4.1 percent. Stevenson pointed out that FY 2009 represented the first year that

the fund was less than the preceding year, reflecting the first allocations for the revision. Net income from sales for the first five months of the year was \$36,527.

The Management Committee asked AERA to provide current inventory figures. In addition, the committee recalled that the initial \$5,000 payment to APA in 2008 needed to be added to the APA expenses and fund balance sheet. In addition, the committee asked for staff to resolve inconsistencies in the 12/17/08 statement which shows APA payments of \$13,500 and the 2009 statement which shows only \$8,500.

Next Meeting

The next meeting of the Management Committee will coincide with the November meeting of the Joint Committee in Washington, DC. At that time, the Management Committee members may attempt to attend the technology panel. Dates are to be arranged, but generally will occur over the period of November 6-9.