



School of Technology & Student Services

MEMORANDUM

TO: Virginia Tudela, Ph.D., Vice President for Academic Affairs

FROM: Michael Chan, Ed.D, Dean, School of Technology & Student Services *mc*

SUBJECT: Gateway to GCC through WorkKeys

DATE: December 10, 2020

WorkKeys - National Career Readiness Certificate is a career skills assessment tool. The tool focuses on three core subjects that are deemed essential in the workplace. The three core subjects are Applied Math, Workplace Documents, and Graphic Literacy. Depending on the score an individual earns, certificates are awarded using a four level tier consisting of bronze, silver, gold, and platinum. Guam Community College (GCC) has been actively participating as a Work Ready Community since January 2012 according to the ACT Work Ready Communities website and have awarded almost six thousand ACT WorkKeys National Career Readiness Certificates (NCRC), which includes all GCC employees.

In October 2019, the NCRC for Credit document was reviewed and discussed with the Dean for School of Technology & Student Services and the department chairpersons for Math and English. I would like to make the following recommendations for your consideration effective immediately for spring 2021:

- 1) The skills definition for Locating Information and Reading for Information provided enough evidence and justification for GCC to allow incoming students who score a gold or platinum to register directly into EN110.
- 2) The skills definition for Applied Mathematics provided enough evidence and justification for GCC to allow incoming students who score a gold or platinum to register directly into MA110.
- 3) The gold and platinum certification may be accepted at GCC for placement into EN110 and/or MA110 within two years of receiving the certification. This falls directly in line and is consistent with CLYMER eligibility requirements of grades and GPA being no more than two years old when being applied for placement.

With CLYMER already in place as a program that allows for students to enroll directly into credit bearing courses using grades and grade point average, if approved, WorkKeys gold

and platinum status may serve as an alternative placement method if a student does not meet the CLYMER eligibility requirements. Providing this alternate method of placement into college bearing courses furthers GCC's commitment to allowing its student the best start possible in college.


Thank you for your consideration.

Recommend () Do not recommend


Michael Chan, Ed.D., Dean, School of Technology & Student Services

Approved () Disapproved


Virginia Tudela, Ph.D., Vice President for Academic Affairs

Note: Please communicate with the Assessment and Counseling Department & CEWD to establish a process for recording WorkKeys scores in Banner for English/Math placement purposes. 

2020

Gateway to GCC through WorkKeys



GUAMCOMMUNITYCOLLEGE

Michael Chan, Ed.D.
GCC Dean, Technology & Student Services



Introduction

WorkKeys - National Career Readiness Certificate is a career skills assessment tool. The tool focuses on three core subjects that are deemed essential in the workplace. The three core subjects are Applied Math, Workplace Documents, and Graphic Literacy. Depending on the score an individual earns, certificates are awarded using a four level tier consisting of bronze, silver, gold, and platinum. Guam Community College (GCC) has been actively participating as a Work Ready Community since January 2012 according to the ACT Work Ready Communities website and have awarded almost six thousand ACT WorkKeys National Career Readiness Certificates (NCRC), which includes all GCC employees.

In October 2019, the NCRC for Credit document was reviewed and discussed with the Dean for School of Technology & Student Services and the department chairpersons for Math and English. The NCRC for Credit justifies awarding college credit on the following three foundations: Reading for Information, Applied Mathematics, and Locating Information.

English Analysis

Reading for Information and Locating Information were taken into consideration for the possibility of awarding credits for EN110. Reading for Information emphasized choosing main ideas or details, understanding word meanings, and applying instructions, information, and reasoning. Locating information focused on finding and summarizing decisions in graphics, drawing conclusions from information and then applying the information in order to make decisions. Upon reviewing of the skills definitions for Locating Information and Reading for Information, it was concluded that GCC would not award college credit for EN110 for incoming students who score a gold or platinum due to the lack of an essay writing component. The core element of EN110 centers on students developing their writing process and to demonstrate logical reasoning, clarity, organization, and appropriate language choices in their writing. Placement into EN110 was then considered.

English Recommendation

The skills definition for Locating Information and Reading for Information provided enough evidence and justification for GCC to allow incoming students who score a gold or platinum to register directly into EN110.

To further support the proposal to allow incoming students who score a gold or platinum to register directly in EN110, we analyzed the success rates of gold and platinum recipients who enrolled directly into EN110 at GCC either via placement or CLYMER from 2012 to 2019. For gold recipients, a total of 85 students enrolled directly into EN110, EN111, EN125, EN194 and EN210. Of the 85 students, 64 enrolled into EN110, and 59 out of 64 (92%) successfully completed EN110 with a "C" or better. For students who successfully completed with a "B" or better, we had 52 out of 64 students (81%). EN111 had a total of 11 students where 8 out of 11 (73%) students successfully completed with a "C" or better and 7 out of 11 (64%) successfully completed with a "B" or better. EN125 had a total of 8 students where 7 out of 8 (88%)

successfully completed with a “B” or better. EN194 and EN210 each had one student, and both students successfully completed with a “B” or better. See Table 1 for the complete breakdown for gold certificate recipients.

For platinum recipients, a total of 18 students enrolled directly into EN110, EN125, and EN194. Of the 18 students, 16 enrolled into EN110, and 16 out of 16 students successfully completed with a “B” or better. EN125 and EN194 each had one student, where the EN125 student successfully completed with a “C” and the EN194 student successfully completed with a “B”. See Table 2 for the complete breakdown for platinum certificate recipients.

Recommendation: Allow incoming students who score a gold or platinum in WorkKeys to register directly into EN110 without the need for a placement test.

Math Analysis

Applied Mathematics was taken into consideration for the possibility of awarding credits for MA110. Applied Mathematics emphasized performing basic operations, work with geometric shapes, use of formulas, converting measurements, estimating values, and analyzing problems. Upon reviewing of the skills definitions for Applied Mathematics, it was concluded that GCC would not award college credit for MA110 for incoming students who score a gold or platinum due to the lack of evidence of mastery of more advanced algebraic concepts from MA110. The core element of MA110 centers on students being able to understand key theories and concepts in order to apply and solve linear equations, polynomial functions, exponential and logarithmic functions and systems of linear equations which includes matrix equations and inequalities.

Math Recommendations

Similarly with EN110 placement into MA110 was then considered. The skills definition for Applied Mathematics provided enough evidence and justification for GCC to allow incoming students who score a gold or platinum to register directly into MA110.

Similarly with EN110, to further support the proposal to allow incoming students who score a gold or platinum to register directly in MA110, we analyzed the success rates of gold and platinum recipients who enrolled directly into MA110 at GCC either via placement or CLYMER from 2012 to 2019. For gold recipients, a total of 74 students enrolled directly into MA110, MA115, MA161A, and MA161B. Of the 74 students, 56 enrolled into MA110, and 43 out of 56 (77%) successfully completed MA110 with a “C” or better. For students who successfully completed with a “B” or better, we had 38 out of 56 students (68%). MA115 had a total of 4 students where 1 out of 4 (25%) students successfully completed with a “B” or better. MA161A had a total of 12 students where 9 out of 12 (75%) successfully completed with a “C” or better and had 7 out of 12 students (58%) complete with a “B” or better. MA161B had two students and both received a grade of a “B” or better. See Table 3 for the complete breakdown for gold certificate recipients.

For platinum recipients, a total of 16 students enrolled directly into MA110, MA161A, and MA161B. Of the 16 students, 7 enrolled into MA110, and 6 out of 7 (86%) students successfully completed with a “B” or better. MA161A had a total of 8 students where 7 out of 8 (88%) students successfully completed with a “C” or better and 5 out of 8 (63%) successfully completed with a “B” or better. MA161B had one student who successfully completed with a “B”. See Table 4 for the complete breakdown for platinum certificate recipients.

Recommendation: Allow incoming students who score a gold or platinum in WorkKeys to register directly into MA110 without the need for a placement test.

Table 1

GOLD (English)								C or Better	B or Better
EN110 - 64	32 A	20 B	7 C	1 D	3 F	1 W		59/64 92%	52/64 81%
EN111 - 11	4 - A	3 B	1 C		1 F	1 INC	1 TF	8/11 73%	7/11 64%
EN125 - 8	6-A	1 B					1 TF		7/8 88%
EN194 - 1	1 -A								1/1 100%
EN210 - 1		1 B							1/1 100%

Table 2

PLAT (English)								C or Better	B or Better
EN110 - 16	11- A	5 B							16/16 100%
EN111 - 0									
EN125 - 1			1 C					1/1 100%	
EN194 - 1		1 B							1/1 100%
EN210 - 0									

Table 3

GOLD (Math)								C or Better	B or Better
MA110A - 56	30 - A	8 B	5 C	1 D	8 F	2 INC	2 W	43/56 77%	38/56 68%
MA115 - 4		1 B		1 D	1 F		1 W		1/4 25%
MA151 - 0									
MA161A- 12	5 - A	2 B	2 C	1 D	2 F			9/12 75%	7/12 58%
MA161B - 2	1 -A	1 B							2/2 100%

Table 4

PLAT (Math)								C or Better	B or Better
MA110A - 7	5 - A	1 B				1 INC			6/7 86%
MA115 - 0									
MA151 - 0									
MA161A - 8	4 - A	1 B	2 C			1 F		7/8 88%	5/8 63%
MA161B - 1		1 B							1/1 100%

Final Recommendations and Conclusion

The final recommendations based on the data analysis comprise of the following:

- 1) The skills definition for Locating Information and Reading for Information provided enough evidence and justification for GCC to allow incoming students who score a gold or platinum to register directly into EN110.
- 2) The skills definition for Applied Mathematics provided enough evidence and justification for GCC to allow incoming students who score a gold or platinum to register directly into MA110.
- 3) The gold and platinum certification may be accepted at GCC for placement into EN110 and/or MA110 within two years of receiving the certification. This falls directly in line and is consistent with CLYMER eligibility requirements of grades and GPA being no more than two years old when being applied for placement.

With CLYMER already in place as a program that allows for students to enroll directly into credit bearing courses using grades and grade point average, if approved, WorkKeys gold and platinum status may serve as an alternative placement method if a student does not meet the CLYMER eligibility requirements. Providing this alternate method of placement into college bearing courses furthers GCC’s commitment to allowing its student the best start possible in college. If the recommendations of this report are approved with gold and platinum recipients being allowed to directly enroll into MA110 and EN110, this may in turn directly affect enrollment of Developmental Education courses. Discussions will take place with all stakeholders involved should this be the case.

