



NATIONAL COLLEGE TESTING ASSOCIATION

Fiscal Year 2023 ANNUAL REPORT

July 1, 2022 – June 30, 2023

INTRODUCTION

The Annual Report provides a narrative, highlighting actions, projects, and strategic priorities accomplished over the past fiscal year (FY). During FY 23, the Governing Council of the National College Testing Association continued to work on the goals of the FY 18-FY 21 Strategic Plan, while the Strategic Planning Committee finalized the FY 22 – FY 25 Strategic Plan. The Governing Council operates within the [bylaws](#) established for the organization. The FY 18 – FY 21 Strategic Plan goals included providing the membership with additional opportunities for professional development, enhancing the annual conference, and increasing membership. Priorities for the next year will be guided by the [FY 22 – FY 25 Strategic Plan](#).

GOVERNING COUNCIL

The Governing Council consisted of eleven individuals whose primary goal is to continue providing the opportunities that will enable NCTA to move forward in its quest to serve as a leader in the area of test administration/proctoring, whether online or in-person, computer or paper/pencil, national or institutional--always keeping uppermost the need for security and integrity.

The Governing Council consists of a President and Past-President/President-Elect and the Board, which consists of individuals leading seven divisions. Each division consists of Division Head who serves a three-year term. Newly elected Board Members are assigned a division and serve as co-Division Head alongside the current Division Head. The result is one year of overlap between Division Head transitions, which helps provide continuity to the organization.

The seven divisions are the following:

- Administration, which focuses on the NCTA website and assisting the Executive Committee and Division Heads with projects;
- Finance, which focuses on the financial management and reporting for the organization. Finance Chairs serve as Treasurer and also sit on the Executive Committee;
- Growth and Outreach, which focuses outside the organization with the purpose of recruiting new members and increasing industry awareness of NCTA;

- Membership Engagement, which focuses on the current NCTA membership with the purpose of increasing networking opportunities, developing the talent and leadership pool, supporting NCTA initiatives, and promoting a sense of ownership and belonging within the organization;
- Partnerships and Collaborations, which focuses on establishing, promoting, and enhancing our relationship with other testing related professional organizations for purposes of expanding the reach of NCTA, developing resources to assist NCTA members, and advancing the professional community;
- Professional Development, which focuses on developing and expanding the knowledge, skills, and abilities of NCTA members through Special Interest Groups (SIGs), webinars, the E-Journal (*Journal of the National College Testing Association*), and numerous volunteer opportunities related to the annual conferences and virtual conferences; and,
- Professional Services, which focuses on the development of best practices in testing as well as the advancement and development of NCTA programs and services promoting those practices.

New for FY 22 – FY 23 is the addition of the Administration Division. The Administration Division focuses on the creation, organization and distribution of documents and communication, as well as organization and maintenance of historical documents and timelines of the organization. A significant impetus for the new division was termination of contract with The Association Source, LLC, which provided administrative support for NCTA for the last seven years. While the contract was set to end December 30, 2022, an earlier retirement date was announced which led to NCTA Governing Council taking on the day-to-day operations of the organization for several months. Creation of the Administration Division provided a designated individual to assist in managing these operations, including responding to member contact, managing membership renewals, agendas and minutes for meetings, communication to membership at-large (e-blasts, website), and handling Governing Council motions and votes. In addition to creating the Administration Division, NCTA completed an RFP to AMC Institute, a non-profit professional organization of association management companies, in summer 2022. A search committee was convened to review all submissions, meet with company representatives, and make recommendations to Governing Council on contracting with a new management company. In winter 2022, NCTA contracted with Impact AMC and began transition to working with this company in January 2023.

The Governing Council convenes at least three times a year. During this reporting period those meetings were held in August 2022 in-person following the annual conference in Chicago, and virtually in November 2022, and April 2023. Division heads also held monthly virtual meetings with the President and Past-President.

Three Governing Council members completed their terms at the end of the 2022 conference: Diane Patterson (Retired, Three Rivers College; Membership Engagement Division Head), Cindy Meza (Arizona State University, Treasurer and Finance Division Head), and Rachel Hample (Temple University, Past-President). Additionally, Tammy Roach (University of Louisville, Partnerships and Collaborations Division Head) stepped down due to leave of absence. At the end of the 2022 conference, Sally Carter (Southeast Missouri State University) became President-Elect. She will complete her final year of term as Professional Development Chair as well. In addition, four individuals were elected to join the Governing Council: Cathy Jackson (University of Tennessee at Chattanooga; Co-Chair of Growth and Outreach

Division), Lindsay Jansen (University of Kentucky, Chair of Partnerships and Collaborations Division, completing remaining 2-years of term), Theresa Novotny (Georgia Southern University, Co-Chair of Professional Development Division), and Tabatha Spain (Western Kentucky University, Co-Chair of Professional Services Division).

Governing Council Members as of June 30, 2023

NCTA Executive Committee

Sara Rieder Bennett, The University of Akron, President (2022-2024)

Rachel Hample, Temple University, Past-President

Cindy Meza, Arizona State University, Treasurer

Valentina Burton, Treasurer-Elect

NCTA Board Members

Jan Gonzalez, Purdue University Northwest, Administration

Naora Ben-Dov, Woodbury University, Growth & Outreach

Diane Patterson, Three Rivers College, Membership Engagement

Arrayon L. Farlough-Rollins, the University of North Texas at Dallas, Membership Engagement Co-Chair

Tammy Roach, University of Louisville, Partnerships & Collaborations

Sally Carter, Southeast Missouri State University, Professional Development

Charity Chia, California State University Northridge, Professional Services

ADMINISTRATION

Division Head: Jan Gonzalez

The focus for the Administration Division in its initial year has been to provide support for all divisions and the Executive Council as the organization transitioned to a new association management company (AMC). This included maintaining updates to the NCTA website, sending membership eblasts and other communications and assisting the Executive Committee for meeting set up, agendas and minutes.

The website committee was transitioned to the Administration Division from the Membership Engagement Division this year to ensure more timely updates, as well as a full review of the site for reorganization in the coming year. The website committee is now reviewing content with an eye to better organizing member and non-member content, as well as making the site more user-friendly and intuitive.

The Administration Division also coordinated the transition from a member newsletter, The Testing Times, which was created and distributed through the Growth & Outreach Division, to a new monthly digest, Quick Bites. This division will continue to produce and distribute Quick Bites the first of each month to keep membership informed of needs, upcoming events and resources available.

FINANCE

Division Heads: Cindy Meza, Treasurer and Valentina N.T. Burton, Treasurer-Elect

NCTA's Finance Division shares in the fiduciary responsibilities of the organization alongside the President and the elected board members. Its overarching focus is the Organization's financial management and reporting, with the primary charge of preparing and monitoring annual budgets. The Treasurer serves a 3-year term as the Division Head. The first year of the term, the member serves as Treasurer-Elect, apprentice to the current Treasurer, the Second, as Treasurer, and the third as Treasurer and mentor to the new Treasurer-Elect.

The Finance Division Head works hand in hand with the Comptroller, the designated Financial Specialist for Impact, the current Association Management Company (AMC). The comptroller is responsible for the day-to-day financial operations as they relate to the fiscal needs of NCTA. This includes, but is not limited to, processing approved reimbursement, refund, payment requests; reconciling credit/debit card transactions; reconciling bank statements; receiving and depositing income; paying and sending invoices; ensuring proper documentation and recording for all expenditures; maintaining financial records; coordinating with the accountant to file tax documents; and sending financial reports and records to the Treasurer for review.

The Fiscal Year for NCTA runs from July 1 to June 30 to best align with higher education institutions. This report covers Fiscal Year 2023 (July 1, 2022-June 30, 2023).

The Finance Division includes the following Committees:

- The Grants Committee: Alex Martinez, Chair; Committee Members, Erik Arroyo, Dr. Amystique Church, Kim McCrackin, William (Bill) Thelen and Robert Voci

- Goal: Promote the awareness and reputation of the organization.
 - Purpose: Offer opportunities for professional development, to promote the development of resources for NCTA members, to encourage professional support activities, and to support members of NCTA.
 - Activities: The 2023-2024 Grants Cycle accepted and recommended approval of five applications. The committee forwarded their recommendations to the Governing Board for review and approval vote. When the Board renders its decision, the Grant Committee will contact the recipients and announce the recipients' awards to the NCTA membership via e-blast and will begin post this information on the NCTA website.
- Sponsors and Exhibits Committee: Alexa Larson, Impact Event Coordinator, and Kristen Nixon, Impact Senior Meeting Planner
 - Purpose: Works with NCTA's corporate partners to promote sponsorship at the annual conference.
 - Activities: Establish levels of sponsorship, recruit potential sponsors, and solicit financial support for NCTA. This committee manages the sponsor workshops and exhibitor's fair at the annual conference. Finance in partnership with Impact and Partnerships and Collaborations oversees the committee. Members include the NCTA Corporate Committee.
 - **Sponsorship - 2023 Sponsors Levels:**
 - Platinum sponsors - Pearson Vue, and RegisterBlast
 - Gold sponsors - Educational Testing Services (ETS), Honorlock, and Meazure Learning.
 - Silver sponsors - CollegeBoard, Examity, McGraw Hill Education, Nocti Business Solutions/MSSC, Proctor360, and Proctorio.
 - Bronze Sponsors - Sumadi Global
 - Room Key Sponsor - Brainseed Testing Services
- **The Duane P. Goupell Conference Travel Scholarship:**
 - Purpose: Offer financial support up to \$1500 to lead presenters for the annual conference who are unable to meet the overall financial commitment to present in person. This year's awards totaled over \$3900.
 - The three 2023 scholarship award recipients are: Dr. Triba Gary-Davis, Tennessee State University - Presenter – Negative Impact of COVID-19 on Professional Licensure Exam with Work Integrated Learning (\$979); Dr. Alan Dixon-Hurd, California State University Sacramento – Presenter - Universal Design for Testing (\$1459); and Dr. Steve Saladin, Retired – University of Idaho – Presenter for Journal of the National College Testing Association and Lifetime Achievement Award Recipient (\$1500).

Membership

Finance Division is responsible for the biennial review of NCTA membership fees.

The Division postponed the FY 2021 (July 1, 2020 – June 30, 2021) review due to the financial impact Higher Education institutions experienced because of COVID-19 pandemic.

Having held the membership fees at the 2019 levels for over 3 years, and while trying to maintain the organization's financial sustainability amidst rising costs, the Finance Division with much

consideration proposed fee increases to align with increasing expenses associated with managing NCTA operations, and to assure we will be able to balance accessibility of membership. The Finance Division along with the members of the Governing Council completed and implemented the current membership fees review for FY 2023, resulting in the following, shared to membership in fall 2022:

Category	Individual	Group
Collegiate (Individual or Institutional)	\$125	\$500
Corporate (Institutional)	Not available	\$800
Affiliate (Individual or Institutional)	\$145	\$425
Collegiate Emeritus (Individual)	\$25	Not available
Associate (Organizations)	Not available	\$75

Five Year Membership Generated Income Comparison

Membership Category	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Corporate	\$18,000	\$17,850	\$23,550	\$24,305	\$19,800	\$21,800
Emeritus (retired collegiate)	\$120	\$120	\$140	\$120	\$160	\$195
Individual Non-Collegiate	\$525	\$675	\$1140	\$570	\$665	\$1,110
Individual	\$24,860	\$25,520	\$27,915	\$26,410	\$24,481	\$39,335
Institutional Non-Collegiate	\$900	\$2,700	\$700	\$1,050	\$375	\$850
Institutional Collegiate	\$66,795	\$75,665	\$75,135	\$79,610	\$82,625	\$101,135
TOTAL	\$111,200	\$122,530	\$128,580	\$132,065	\$128,106	\$164,925

Conference

Conference revenue for the 2022 Annual Conference in Chicago totaled \$217,052. NCTA 2022 conference expense totaled \$256,773. When compared to previous conferences, the Chicago venue cost much more to host the conference. The increase can be attributed in part to location, since the city of Chicago costs tend to be higher than other cities; which is a point that NCTA will need to consider when selecting future conference sites.

Other Revenue and Expenses as of End of Year FY23 Reporting.

Governing Council - Expenses to conduct the business of the association in FY 2023 amounted to \$44,681. This includes \$8,443 in board expenses and \$36,238 in division expenses. This is significantly less than FY 2022 expenditures that totaled \$93,698.62. FY22 expenditures included \$70,308 in division expenses and \$23,390 in board expenses. In a continued effort to reduce expenses, the NCTA

Governing Council continues its commitment to balancing the budget and has continued to identify additional limits to travel expenses. This included keeping the spring and fall board meetings virtual, and reducing the number of members that attended the pre-conference spring site visit in Las Vegas. Expenses for FY 2022 were also higher because of the costs associated with launching the Proctor Certification project, which entails a three-year fee schedule with the bulk paid in the first two years. Fees for proctor certification are contracted rates for work on test development and delivery with Meazure Learning.

General operating expenses for NCTA this fiscal year totaled \$182,248, which increased from the previous fiscal year (\$102,865). Operating expenses include all banking fees, insurance, accountancy, corporation fees, professional fees (accounting, legal, and Operation's management), and postage and printing. This year's increases reflect additional expenses incurred from adopting new financial management procedures and processes to enhance the organization's success and sustainability, as well as costs associated with NCTA's change of the organization's Management Company.

FY23 Committee expenses include:

Professional Services Division: \$26,769 for Proctor Certification (ad hoc committee), and \$1,550 was expended by the Test Center Certification Committee.

Partnerships & Collaborations Division: \$3,957 for ATP Conference travel and registration for ATP liaison, COTS attendance for liaison promoting NCTA resources, as well as for Council for the Advancement of Standards (CAS) in Higher Education Membership.

Finance Division: \$1,172 distributed as part of the NCTA Grants Program.

Growth and Outreach Division: \$812 for marketing.

Membership Engagement Division: \$1,060 for awards and recognition.

Professional Development Division: \$691 under the JNCTA Journal Committee for copy editing and proofreading services.

FY 23 Committee Revenue:

Professional Services Division: Test Center Certification Committee generated \$6,000 in revenue through Test Center Certification applicant fees. The generated revenue in turn covered the committee's FY 2023 expenses associated with certification and recertification.

GROWTH AND OUTREACH

Division Heads: Naora Ben-Dov

The Growth & Outreach Division made excellent strides on annual goals and projects. The division's continued central focus has been the development and execution of a prospect marketing program to increase membership and more fully cement the role of NCTA as an authority in the testing industry. Accomplishments this past year included the following:

- Updated flyers and other outreach materials for prospective members to be utilized for marketing purposes.
- Finalized membership growth goals for the upcoming 2023-2024 year.
- Utilized a targeted marketing program for NCTA member prospects. This project can be found on the NCTA website and includes an introduction to NCTA video, a landing page on the NCTA website, a series of emails and a printed mailer and short video testimonial videos featuring

current members.

- Changed the Quarterly Newsletter to a monthly email named Quick Bites as a vehicle for communication for NCTA.
- Reviewed current social media outlets and additional outlets were discussed. We will continue to use Facebook, Twitter and LinkedIn for communications and announcements. We are considering other outlets. We continue to formulate and review plans for social media use and increased usage by NCTA membership and member prospects.

MEMBERSHIP ENGAGEMENT

Division Head: Diane Patterson and Arrayon Farlough-Rollins

The Membership Engagement Division focuses on the current NCTA membership with the purpose of increasing networking opportunities, developing the talent and leadership pool, supporting NCTA initiatives, and promoting a sense of ownership and belonging within the organization. The Membership Engagement Division encompasses the following committees: Awards and Recognition, Membership Initiatives (sub-committee: New Member Orientation), Mailing List (Advisors), Volunteers, and Website.

Website Committee: In the 2022-23 fiscal year, the website committee was moved to the purview of the newly formed Administration committee.

Volunteer Committee: We recently welcomed Ronaka Adams as the chair of this committee. Ms. Adams has created a spreadsheet to keep track of all volunteers and their subsequent Conflict of Interest documentation. The COI documentation implementation schedule was enacted and all members are now required to complete new paperwork annually between January 1-Feb 28 of each year. The Volunteer Committee is currently working with leadership to automate these processes via the NCTA website. Additionally, the process to volunteer for positions with NCTA has been streamlined. The application no longer requires the completion of an essay nor attachment of a resume. Volunteerism is up from previous years to 176 members for 2023.

Mentorship Program

Valentina Burton has continued on as chair of this committee and it has continued to thrive. The program saw 9 Mentors and 11 Mentees actively participating for approximately 63 hours during the 2023 fiscal year. Two of the mentees were recognized at the 2023 NCTA Conference in Las Vegas as the first graduates of the Mentorship Program.

For continuity, Ms. Burton wrote a comprehensive manual for the Mentorship Program outlining the roles and responsibilities of the chair, the mentors, and the mentees. Additionally, the application program was streamlined to quickly assist those who were interested in mentorship and those who needed mentors.

Awards Committee

At the 2023 Annual Conference, NCTA recognized the following award recipients:

- Lifetime Achievement Award, Steve Saladin, Ph.D.

- President's Award: Jeff Marsh, Cindy Meza and Valentina Burton
- Service and Leadership Award: Tabatha Spain
- New Professional Award: Sam Ramirez
- Outstanding Program Award: University of Louisville, Testing Services, Exporting from RegisterBlast to Accuplacer for Voucher Creation
- Volunteer of the Year - Francine Feero

This was the first year in post pandemic that all award categories received nominations and were awarded. Long time Committee Chair, Theresa Novotny-Beebe was elected to Governing Council and accepted an appointment as Division Chair of Professional Development, subsequently, the Awards Committee chair position currently sits vacant and will be appointed to lead the standing committee.

Membership Initiatives

In 2022-23 this committee named Cherry Williams as Chair. Among her initial responsibilities were to assemble a small committee and develop goals and a strategic direction. Additionally, she was tasked with leading the First Time (or First Time in a Long Time) presentation for the NCTA 2023 Annual Conference.

Partnerships & Collaborations

Division Head: Tammy Roach, University of Louisville

The Partnerships and Collaborations Division focuses on establishing, promoting, and enhancing our relationships with other testing related professional organizations for purposes of expanding the reach of NCTA, developing resources to assist NCTA members, and advancing the professional community. This includes liaisons who promote NCTA to other testing professionals in their states and regions. Division Head, Tammy Roach, stepped down in August 2023 due to a leave of absence from work. Lindsay Jansen will be completing the remainder of her term, through conference in 2025.

Partnerships with other testing organizations that have had successful engagement this year include the Association of Test Publishers (ATP), European-ATP (E-ATP), and the Conference on Test Security (COTS). The division is actively seeking additional partnerships in the coming year, such as with Institute for Credentialing Excellence. Highlights from 2022-23 include:

Jarret Dyer represented NCTA at E-ATP in fall 2022. In addition to the conference events, he reported attending the pre-conference security summit including keynote speech from Dr. Thomas Lancaster, an academic integrity expert from the International Center for Academic Integrity (ICAI). Jarret presented with Co-Chairs of the Online Observation of Tests (OOT) Committee to provide updates on this ambitious and important project. With input from testing programs, test vendors, proctors, and testing professionals across the globe, the document speaks to testing with and without a proctor, and includes best practices for consideration by testing organizations and vendors. Jarret joined Rachel Schoenig again, along with Camille Thompson (College Board) and Ardeshir Geranpayeh (Cambridge Assessments) to debate on the use of artificial intelligence (AI) in testing. Finally, Rachel, Jarret, and Claire McCauley (Cambridge University Press) presented "What We Can Learn from Cheaters." This presentation began with a review of major cheating scandals, then included an interactive portion in which several

attendees were asked to cheat in a simulated in-person proctored exam while others were asked to proctor and identify misconduct. Jarret wrote of the E-ATP Conference, “It was enlightening to see that many of the test security concerns that have been discussed at NCTA conference are echoed globally and are not unique to higher education testing programs. I think that through continued further collaboration on a global scale, NCTA can continue to grow and impact the testing industry both domestically and internationally.”

Past President, Rachel Hample, represented NCTA at COTS in fall 2022 in Princeton, NJ. She provided a poster presentation on the NCTA Proctor Certification Exam Development, which prompted positive discussion and interest from attendees. The keynote at COTS, by NCTA corporate members Camille Thompson, Rachel Schoenig, and NCTA legal counsel Marc Weinstein was about the Cleveland State University proctoring case. Rachel’s attendance at this keynote prompted NCTA inviting for an update as our closing keynote during the August 2023 conference. Though Camille was not able to join, Rachel and Marc had a well-attended and highly regarded keynote that prompted much discussion. COTS in fall 2023 will be hosted by NCTA member Cindy Meza at Arizona State University.

Jarret Dyer chairs the Academic Integrity and Testing Committee (AITC) within the division. The goal of AITC is to provide NCTA members with resources to help them articulate the connection between testing centers and academic integrity within their institutions. During the past year, AITC has drafted an identification checking guide that is in review. Jarret and Dr. Sally Carter conducted a research project on identifying fake IDs which was presented at the 2023 NCTA Conference and is submitted for possible publication in the *Journal of the National College Testing Association*. Additionally, AITC has started a project regarding generative AI, collaborated with ICAI, and is working on surveying campuses with testing centers and AI offices.

An ad hoc committee that is in partnership with the Association of Test Publishers (ATP) is the Online Observation of Tests (OOT) standards and best practices. Co-Chaired by Rachel Schoenig (representing NCTA) and Mike Murphy (representing ATP), the working group consists of dozens of experts in the testing profession, including members of NCTA. The working group is continuing revisions with industry input, presented findings at E-ATP in fall 2022, and has met for review of document and legal revisions. Goals in 2023-2024 include finalizing the current draft, reporting for final public comment, final legal review, and publication.

PROFESSIONAL DEVELOPMENT

Division Head: Sally Carter

The Professional Development Division was chaired by Sally Carter for FY23. Theresa Beebe-Novotny was elected to the Governing Council and will serve as division co-chair for FY24. The following report reflects the four committees in the Professional Development Division.

Annual Conference

The 2022 Annual Conference was held in Chicago, Illinois August 14-17. There were 295 registered attendees. Sixteen corporate partners were sponsors for the event. Six committees and many volunteers worked together to create the conference.

Awards Committee – Theresa Beebe-Novotny

Finance Committee – Cindy Meza and Valentina Burton
App Committee – Tabatha Spain and Mary Vaughn
Program Committee – Naora Ben-Dov
Volunteers – Diane Patterson
Resource Fair – Duane Goupell

A special note of appreciation goes to Linda Schwinghammer for coordinating session moderators and Samuel Ramirez for coordinating ADA accommodations at the conference. Because of the importance of accessibility and the extensive amount of work needed to coordinate ADA accommodations at the conference, the Governing Council voted to make Accommodations an official committee within the Annual Conference group and approved Samuel Ramirez as Chair.

Planning for the 2023 conference in Las Vegas began in November. A Call for Proposals was issued in January. Fifty-two proposals were accepted to present at the conference. More information about the 2023 conference will be detailed in the 2024 Division Report.

Webinars

Dr. Shakila Farmer was appointed Chair of the Webinar Committee. Dr. Farmer worked with Duane Goupell Travel Scholarship awardees, Platinum conference sponsors, and others to schedule webinars. Five webinars were hosted during FY23. Webinars are now recorded by NCTA's management company and hosted on the NCTA website via YouTube. The Board voted to remove all previously recorded webinars because of the fees involved with their storage and upkeep.

Journal of the NCTA

Dr. Steve Saladin serves as Editor of the Journal of the NCTA (JNCTA). Four publications were released during FY23 with multiple others in process.

Special Interest Groups

NCTA's Special Interest Groups (SIGS) consist of Distance Learning, Universal Access, and Emergency Contingency and Planning. The SIGS struggled with changing leadership during the pandemic and are in the process of reforming and reformulating goals and structure.

PROFESSIONAL SERVICES

Division Head: Charity Chia

The Professional Services Division focuses on the development of best practices in testing as well as the advancement and development of NCTA programs and services promoting these practices. This division oversees committees on Test Center Certification, the NCTA Proctoring Network, CAS Standards implementation, and Proctor Certification.

Test Center Certification: Currently have 275 certified testing center locations across the US and around the world. There are no longer submission windows to request to begin the certification/recertification process. The application and documents can be submitted 365 days of the year, 24/7 and are submitted through a Dropbox link which allows for a streamlined review process. Committee members participated in two drop-in sessions at last year's NCTA conference. They will once again be at this year's conference offering walk-in one-on-one meeting opportunities to have all questions/concerns

addressed by an active TCC member. As the number of schools seeking certification and recertification increases, the committee is reaching out to all currently certified members to consider volunteering to help in this very important task for a minimum of 2 years assisting with 4 schools per year.

NPN: The NCTA Proctoring Network (NPN) currently has 363 active listings. NPN is currently working to update and clarify the services offered by NPN. We will be working directly with Impact to determine best practices to make this listing more intuitive for our members and non-members. Looking at ways to streamline the process of adding, updating and searching the list without the need for a committee.

CAS: According to the CAS website, the Council for the Advancement of Standards in Higher Education promotes intra-campus collaboration and reflects good practices agreed upon by the profession-at-large through the CAS Standards. The Testing Programs and Services Standard was developed and released in March 2019 and the self-assessment guide followed in April 2019. NCTA is committed to providing professional development through webinars and conference presentations to support its membership in understanding how to implement self-assessment and to clarify how it accompanies Test Center Certification. CAS committee is focused on helping NCTA members learn how they can meet CAS standards. NCTA is currently seeking a chair and co-chair to advance the current MOU NCTA has with CAS.

Proctor Certification: The exam creation has been completed with Meazure Learning as well as a written handbook. Review of the handbook is now with legal. Once the handbook has been vetted by legal, the chair and co-chair will take over to complete the process of how and when the certification will be set up to begin administration through the Meazure Learning proctor network and completed by proctors. The chair and co-chair will oversee creating an application, continue working with Meazure Learning and determine how to manage post exam information.

CONCLUSION

Since the beginning of NCTA in 2000, the association continues to offer its members professional development activities and professional support services while also supporting collaborative efforts among testing professionals, testing companies, and other policy-making agencies. With the changing landscape of the testing industry and higher education, NCTA will continue to promote professionalism and quality in the administration of testing services and programs. We are moving forward with plans to be stronger in the future.