



**AGENDA/MEETING MINUTES**  
**Test Center Cluster**  
**May 20, 2008**  
**Lake Worth Campus**  
**Test Center**

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**ITEM 1. Distance Learning Pilot Testing**

Discussion: Test Center pilot testing for webassign.net. This is a new program selected by the Math Cluster. Pilot testing will take place in the Boca and Lake Worth Test Centers. Palm Beach Gardens and Belle Glade Test Centers will implement webassign.net for the fall semester, if possible.

Data/data source: Math faculty

Action: In progress

**ITEM 2. Student Email**

Discussion: Discussed utilizing student email to communicate important test center updates, in the future

Data/data source: Test Center Cluster

Action: Pending

**ITEM 3. Lake Worth Test Center:**

Discussion: Discussed the possibility of future changes in procedures within the department.

Data/data source: Lake Worth Test Center

Action: Pending

**ITEM 4. CPT Upload**

Discussion: CPT upload into Panthernet is going well.

Data/data source: Test Center Cluster

Action: completed

**ITEM 5. Other Items**

Discussion: Discussed transfer to TABE online in the near future.  
South and North Campuses now administer the National FireFighter Survey Inventory (NFSI).

Data/data source: Test Center Cluster

Action: Completed

**Attendance:**

Scott Maclachlan  
Donna Marquardt  
Diane Cotignola  
John Pierson  
(conference call)  
Marc Webb

Submitted by: Diane Cotignola  
c. Minutes Distribution List

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