Minutes of the Meeting
April 22, 2008
3:02 EDT

On the call:
Coley, Joyce  LSAC
Susannah Ferdinand  ACT
Hirst, Melanie  LSAC
Morris, Michael  ACT
Parish, Lisa  SunGuard Higher Education
Ruskin, Carol  Oracle
Stewart, Tom  AACRAO SPEEDE

Agenda:

<table>
<thead>
<tr>
<th>Topic</th>
<th>Lead</th>
<th>Time</th>
<th>Purpose</th>
</tr>
</thead>
<tbody>
<tr>
<td>Agenda Review</td>
<td>Morris</td>
<td>1 min</td>
<td>Done</td>
</tr>
<tr>
<td>Minutes Review</td>
<td>Morris</td>
<td>1 min</td>
<td>Done</td>
</tr>
<tr>
<td>Test and Subtest Names</td>
<td>Stewart</td>
<td>20 min</td>
<td>Reviewed status</td>
</tr>
<tr>
<td>Mapping of Tests</td>
<td>All</td>
<td>20 min</td>
<td>Reviewed missing elements on GRE</td>
</tr>
<tr>
<td>Review of Action Items</td>
<td>Morris</td>
<td>3 min</td>
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</tbody>
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Minutes: Morris

Meeting Summary:
Tom discussed progress on the list of tests and subtests. Michael reviewed the CLEP test fields that Tuan had provided.

Decisions:
? We will continue the mapping discussion for next week.

Actions:

New Actions
? Michael will try to complete CLEP mapping.
? Tom will take all subject tests (AP, CLEP, SAT Subject Tests) and make them into Tests instead of subtests
? Michael will create a new element need at the EducationTest level that will reflect test sequence number (GRE) and Appointment Number (CLEP).

Actions Remaining
? Change the Major Element to a complex element including a free form name and a CIP Code (Morris)
? Each member will send Tom a list of tests and subtests that they know are actively being transmitted to schools
? Tom continue working on the test and subtest list for tests that have a high probability of using the standard.
? David Skrobela will determine how he wants the Advanced Placement Test to be treated. Should each be treated as a test with subtests (e.g., AP: German Language has Listening, Reading, Writing and Speaking as possible subtests)?
? Each member will continue to map tests to the ETSR to discover if there is any data that needs additions element

<table>
<thead>
<tr>
<th>Person</th>
<th>Test to Map</th>
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<tbody>
<tr>
<td>Tuan Do</td>
<td>CLEP (need additional input)</td>
</tr>
<tr>
<td>Joyce Coley/Melanie Hirst</td>
<td>LSAT (done)</td>
</tr>
<tr>
<td>Julia Grubbs</td>
<td>Regents Database Fields to standard</td>
</tr>
</tbody>
</table>
Steve Mills | Already mapped California Test report to ETSR
Michael Morris | The ACT (done)
Lisa Parrish | GMAT (done)
Carol Ruskin | GRE (done)
David Skrobela | SAT
Clare Smith-Larson | ITED
Tom Stewart | Test and Subtest Lists

The meeting was adjourned at 3:40PM.

**Upcoming Meeting Dates:**

April 29

Respectfully Submitted,

Michael D. Morris