Understanding TASP-mandation and CCA (formerly known as NCBR)

All developmental mathematics instructors are required by state law to withdraw TASP-mandated students from their developmental mathematics courses for excessive absences. As a developmental mathematics instructor have you ever asked, “What does this mean and what exactly am I required to do?” This document gives some general guidelines in answering this question, but all specific questions should be referred to the campus AFTC for developmental mathematics.

1. What is a TASP-mandated student?

A TASP-mandated student is one who
(a) is enrolled in a developmental class, because they failed that portion of the TASP test, and
(b) is concurrently enrolled in college credit courses.

This is a bare bones definition and there are some exceptions to this definition created by the “Developmental Plan”. Therefore, it is not always easy to determine whether a student is TASP-mandated, so the best course of action is to withdraw all developmental students with excessive absences.

2. What does “excessive absences” mean?

The recommended departmental policy is four unexcused absences. However, four absences spread out over ten weeks is different from four consecutive absences. Also, four absences in the eight-week session are completely different from four absences in the sixteen-week session. In addition, an instructor should take into consideration whether a student is passing the course despite four absences. Many instructors do not withdraw students if they are maintaining at least a high C average despite more than four absences. Therefore, an instructor should use their best judgment in determining if a student has “excessive absences”. If an instructor has established a firm attendance policy in their first day handouts, then they should use that policy to determine if a student has excessive absences.

3. If an instructor has determined that a student has excessive absences, what needs to be done?

The student should be withdrawn. Your campus ATFC will send instructions early in the semester about how they prefer you to proceed.

4. When should I begin withdrawing students?

Faculty withdrawals are not processed until after the last day to receive a refund. This date can be found in the published Course Schedule. If a student has excessive absences before that date, then the instructor can refer them to the campus ATFC.

5. When is the latest I can withdraw students?

This date can also be found in the published Course Schedule. However, waiting until the last day to withdraw students is strongly discouraged. Students who are not in compliance with the TASP law need to be identified as soon as possible. The responsibility of the campus ATFC is to do what is best for the student within the constraints of the TASP law. It is very difficult to accomplish this task late in the semester. Please take care of your withdrawals in a timely fashion to make it easier for everyone, especially the student. Therefore, if you are standing in the registrar’s office on the last day to withdraw students with a stack of withdrawal forms, please carefully consider whether the student might be better served by giving them an F or IP grade.
6. What are the consequences for a TASP-mandated student of being withdrawn from your course?

Some TASP-mandated students are required to remain in mathematics remediation in order to remain enrolled in their college-level courses and others are not. Students who are required to remain in mathematics remediation in order to remain enrolled in their college-level classes will receive a letter from ACC’s TASP office. They will have a week in which to contact a campus ATFC or they will be withdrawn from all their courses. If it is early enough in the semester, they may be able to enroll in a later short-session course. Some of them will be unable to find such a course in which to enroll. For those students, we also have the CCA (NCBR) option.

It is not your responsibility to determine which of your students need to remain in mathematics remediation. You should withdraw all developmental students with excessive absences. If you know a student is contemplating withdrawing from your course, please encourage them to consult an advisor or counselor before they take such a drastic step.

7. What is CCA (formerly known as NCBR)?

In 2001 the name changed from NCBR, Non-Course Based Remediation, to CCA, Course Credit Alternative. It was originally created to deal with students that were unaware of the state law and the consequences of being withdrawn from their developmental mathematics class. However, over the years it has been useful in dealing with many different scenarios. It shows up on the transcript as Developmental Mathematics. There is a one-hour and a three-hour option. The one-hour option is used to deal with students who either withdrew themselves or were withdrawn by their instructor for excessive absences. The student typically pays for the one-hour option. The three-hour option is used to deal with students that are referred by their instructor to the campus ATFC. In this option the student typically does not pay for the course; they are removed from their MATD course and placed into CCA. With both options the campus ATFC decides the appropriate assignment to receive credit. The assignments range anywhere from placing the student in an alternative MATD class (with the instructor’s permission) to completing weekly homework assignments, independently. Receiving credit in either course only means that the student has done some remedial work that semester to satisfy the state law. They must register the next semester for the appropriate developmental class or pass the TASP test. CCA can only be offered to a student one time.

8. Under what circumstances should I refer a student to the campus ATFC for CCA while the student is still enrolled in my course?

There are several circumstances in which it is appropriate to refer a student to the campus ATFC. In all cases, it is necessary for the student to be in contact with the instructor. Students who just quit coming to class without any contact should just be withdrawn. However, if a student is attending regularly and is just not getting it, then a referral to an ATFC maybe appropriate. Another scenario would be that a student was doing well, and then got sick for two weeks and couldn’t catch up. Another possible case would be that the student’s work schedule changed and made attending class difficult. As an instructor you should use your best judgment in determining whether the best thing for the student is to stay in your course and take an IP grade or whether the student would be better off being referred to a campus ATFC. Remember CCA can only be offered to a student one time. If you are not sure, then ask your campus ATFC.