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To: Provosts/Vice Presidents for Academic Affairs
From: Lorie Roth, Assistant Vice Chancellor, Academic Programs
Date: July 14, 2008

Subject: 2008-09 Administration of Collegiate Learning Assessment

2008-09 ADMINISTRATION OF CLA: We appreciate the hard work that the CSU campuses have done in the first administration in 2007-08, and now we are getting ready for a new round of CLA in 2008-09. Enclosed here is the Memorandum of Agreement that you will need to sign and return to the Council for Aid to Education. CAE will be able to release the appropriate administration materials only after the form has been returned. Be sure to include your institution's name on both the first and last page. The easiest way to return the MOA is to fax it to Chris Jackson at CAE. His fax number is 212-661-9766.

IMPORTANT CHANGE: In 2008-09, there will be a few changes in the processing of these materials. Last year each CSU campus had to send a check of \$6300 to the Council for Aid to Education (CAE), and then the CSU Chancellor's Office reimbursed the campus. In 2008-09, that won't be necessary. Instead of a reimbursement, the CSU Chancellor's Office will simply send a check of \$138,600 to CAE to cover the CLA administration of 2008-09. However, as you will notice in item 7.2 of the enclosed CLA MOA, if you test more than 100 students, CAE will invoice you for the cost of the extra tests. In addition, the use of the SLE will cost \$5 per student.

CAMPUS CONTACTS: It has been very helpful to get feedback from the campus individuals who helped in the administration of this assessment. Because of their willingness to share information, we have been able to learn a great deal about successful administrations of the test. Also enclosed here is a list of last year's campus contacts. Not only have the contacts changed, but so have the provosts. So please update that list, and send it to:

Lorie Roth at lroth@calstate.edu

C: Charles B. Reed, Chancellor
Gary W. Reichard, Executive Vice Chancellor
Keith Boyum, Associate Vice Chancellor
John Tarjan, Chair, Academic Senate CSU

Enclosures:
CLA MOA
List of 2007-08 campus contacts

CSU Campuses
Bakersfield
Channel Islands
Chico
Dominguez Hills
East Bay

Fresno
Fullerton
Humboldt
Long Beach
Los Angeles
Maritime Academy

Monterey Bay
Northridge
Pomona
Sacramento
San Bernardino
San Diego

San Francisco
San José
San Luis Obispo
San Marcos
Sonoma
Stanislaus