

**Charter for the
Diversity Equity and Inclusion in Testing Committee**
(Association of Test Publishers)

1) Purpose

The “Diversity, Equity and Inclusion (DEI) in Testing Committee”, (henceforth referred to in this document as the DEI Committee”) role is to inform ATP Members as well as the broader testing community of strategies and best practices for equity and fairness in testing as well as to stimulate dialogue to encourage innovative approaches to diversity, equity and inclusion in testing. There will be a special focus on historically underrepresented groups which includes potential test takers that may experience a higher risk of social exclusion, discrimination, and poverty, including, but not limited to, ethnic minorities, people with disabilities, isolated children and elderly, and migrants.

2) Mission

The Mission of the DEI Committee is to ensure that the professional testing community is well informed on the issues of Diversity, Equity and Inclusion as it relates to the learning and assessment ecosystem (processes and technology supporting assessment and learning). Testing community members will be empowered with the knowledge to avoid marginalizing any potential test taker as a consequence of social, cultural, economic, and/or political conditions. Moreover, this new ATP Committee will strive to be at the forefront in helping members ensure that all aspects of the educational, workplace, licensure, and certification testing value chains are designed to maximize inclusion in relation to any opportunities that testing provides to test takers.

This committee will initially focus on the following five (5) DEI Dimensions as they pertain to testing.

- a) **Test Publisher Governance & Culture:** First and foremost, ATP wants to encourage all members to embrace and promote DEI initiatives as part of their organizational culture. This means ensuring that senior leaders of the test publishing organizations embrace DEI initiatives and that both DEI needs and programming are addressed in the organization’s strategic and operational plans¹. Committee members can share best practices.
- b) **Standards, Guidelines & Legislation:** Historically, DEI has skewed toward legal and regulatory solutions in relation to testing (e.g., EEOC and OFCCP compliance in the United States). However, International Standards now exist that address Diversity and Inclusion in organizations, and these standards have subsections that are clearly relevant to testing. For example, the new ISO 30415 Standard titled, “Human Resources Management: Diversity and Inclusion” (2021-05; Reference Number ISO 30415:2021[E]) includes relevant subsections on organizational governance, workforce recruitment and onboarding, learning and development, performance management, workforce mobility, and product and services designs. All of these DEI standards are relevant to testing. Committee members will share any new or revised standards that are relevant to ATP members, and compliance-focused position papers will be published.

¹ Cox, G. & Lancefield, D. (2021). 5 Strategies to Infuse DEI into Your Organization. *Harvard Business Review*. (hbr.org/2021/5/5-strategies-to-infuse-DEI-into-your-organizarion).

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- c) **Assessment Design & Science:** A major focus of the DEI Committee will be to share best practices on how to design assessment instruments and related service bundles to maximize test fairness across diverse groups. For example, best practices for reviewing items for fairness, inclusive languages, and cultural relevance will be shared. The use of ethical algorithms and artificial intelligence to improve test fairness will be monitored and promoted when relevant². Additional topics address best practices for accommodations during test administration with disabled test takers. Committee members will promote thought leadership monographs and supporting research on how innovative test design can actually bring more opportunities to underserved and underrepresented groups in workforce and educational contexts. ATP embraces an evidence-based approach to document that DEI initiatives, as they pertain to testing, are informed by efficacy evidence.
- d) **Testing Technology & Access:** Testing technology is experiencing a boom. Online and mobile assessment platforms are the status quo. Yet new platforms that rely on augmented realities, virtual realities, and even advanced gaming are starting to emerge. Unfortunately, there is still a “digital divide” that needs to be completely closed based on those potential test takers who have access to high-speed computers and the internet and those that do not³. This divide is based on educational attainment and income and therefore clearly impacts the historically under-represented students and individuals struggling to enter the workforce. ATP Committee members will strive to identify ways to minimize the impact of the digital divide.
- e) **Test Taker Inclusion & Opportunities:** Finally, the DEI Committee will push for recommendations and guidelines that ensure that all potential test takers, advantaged and disadvantaged alike, have equal access to educational and career opportunities where testing is a gate (e.g., college admissions testing, professional licensure exams, certifications). A DEI perspective is that testing must bring about more opportunities for the disadvantaged and not fewer. Some of the subtopics that this dimension covers include:
- i) *Access to educational and employment opportunities that require testing should be advertised in a broad manner so that inclusivity is ensured, and a diverse population receives such postings.*
 - ii) *Access to test preparation and related test mastery mindset educational resources should be widespread and should not be dependent on one’s ability to purchase these services.*
 - iii) *For low-income test-takers, strategies that overcome access to test preparation and even sitting for a test can be overcome through sponsorships, reduced fees, and grants.*

Organizations wishing to join the DEI Committee who are not members of the ATP are actively encouraged to join the ATP to realize the full value of access to expertise and innovation in the wider testing community.

² Jones, J.W., Cunningham, M.C., with Behrens, G. & Thiemann, A. (2021). *Ethical HR Algorithms: Best Practices for Talent Management*. Chicago, IL: FifthTheory Press.

³ Stanford University. *Digital Divide*.

(<https://cs.stanford.edu/people/eroberts/cs181/projects/digital-divide/start.html>).

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3) Structure and Governance

The DEI Committee operates under the umbrella of ATP (formerly the Association of Test Publishers), the global, nonprofit organization dedicated to promoting and preserving the general welfare of testing & assessment, and its value to society in all its forms and uses. ATP members are committed to encouraging international strategies which advance the position of the industry, its technology, and the science that supports it.

The DEI Committee is self-funded and operates through active volunteerism.

The DEI Committee is managed through office holders who are elected on a regular basis by members of the DEI Committee. Those office holders include:

- a) **Chair** - responsible for the operations of the DEI Committee within the bylaws of ATP. The Chair of the DEI Committee reports to the ATP Board. The office holder serves for a maximum of two years after which the office holder may serve as Past Chair for a maximum of one year.
- b) **Vice Chair / Chair Elect** - supports the Chair and acts as the line of succession to maintain the sustainability of the DEI Committee.
- c) **Secretary** - responsible for communication with the group and organization of meetings and dissemination of information. This position is also the third position of success to the chair, behind the vice chair/chair elect
- d) **DEI Committee Members** serve to support the DEI Committee in its development and in delivering against its purpose. The DEI Committee may elect committee members as it sees fit subject to a maximum term of two years before applying for re-election.

Committee Members may undertake specific responsibilities on behalf of the DEI Committee as agreed by the DEI Committee and subject to approval by the ATP Board and the provisions of the ATP Bylaws.

The DEI Committee is required to hold regular meetings and to report once a quarter on progress to the ATP Board according to the cycle of ATP Board meetings scheduled within any given year.

Participation in the committee is open to members and non-members, however In order to hold a position as a subcommittee, committee member, or leader, a minimum of an individual Subscriber membership is required.

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4) Initial Program of Activities

- a) Adoption of Charter by Q1 2022
- b) Initial Survey to ATP membership on challenges/goals/focus
- c) Expanding participation beyond initial charter team
- d) Sponsoring of events that allow for discussion & sharing of expertise
 - i) Hosting meeting event at the ATP innovations conference & EATP conferences.
 - ii) Webinars featuring a topical expert
 - iii) Sessions at Innovations / EATP (Peas in a pod / panel discussions)
- e) The promotion of and encouragement of the production and publication of articles of high professional standards in recognized professional, academic, and career publications.
- f)** Establish online resource library relevant to the five DEI in Testing subtopic areas