

# Procedure for the Content and Linguistic Analysis of Items with C-level DIF

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## Purpose

The purpose of this procedure is to describe the steps to convene a panel of content and linguistic reviewers to make recommendations for operational testing for ACCESS for ELLs in cases where C-level DIF is detected for operational items.

## Scope

This procedure is used when routine statistical testing detects C-level DIF ACCESS for ELLs items.

## Materials

The following to be prepared for step 2:

- Documentation on when the data used for the DIF analyses was drawn, for what purpose, and whether there will be additional phases of DIF analysis on the item prior to operational scoring.
- Item-level statistics as appropriate including measure, fit, and distractor analysis.
- Documentation on any previous DIF analysis of the item, and the results.
- Documentation of any notes on the item from Bias and Content reviews (from TD team)
- Identification of item(s) and the group favored by the DIF analysis
- Non-disclosure agreements for panelists, if required

## Steps

### 1. *Convene panel*

- 1.1. PQR manager contacts TD Director and manager of test development to alert them that a content and linguistic review is required.
- 1.2. PQR manager and representative(s) from TD team jointly propose 4-5 panel members from CAL staff. Panelists should include both female and male panelists, and should include panelists who were raised outside of the United States. Panelists should include individuals who do not have previous experience working with the item(s). If there are items which appear to favor or disfavor Hispanic students, the panelists should have proficiency in Spanish.
- 1.3. TD and PQR Directors jointly sign off on panel list
- 1.4. PQR manager contacts panel members and arranges for meeting date
- 1.5. Should the panel have fewer than 4 members due to potential panelist unavailability, return to step 1.2.

### 2. *Conduct panel review*

- 2.1. Ensure all panelists have reviewed WIDA test security procedures and have signed non-disclosure agreements on file.
- 2.2. Collect background information on panelists, including gender, country where the panelist grew up, degree of experience in working with the item, and proficiency in Spanish.

- 2.3. Present background to panelists on the purposes of the assessment, the purposes of DIF analysis, and the task of the panel.
- 2.4. Present the items and have panelists respond (choose key)
- 2.5. Present detail on results of statistical analysis.
- 2.6. Panelists review any notes from Bias and Content reviews and discuss.
- 2.7. Panelists discuss and identify any content or linguistic issues that they believe might account for the DIF results.
- 2.8. Panelists come to consensus decision on a recommendation that either (a) item can be retained on operational test or (b) removed from operational scoring.

**3. *Prepare report from panel review including recommendations***

- 3.1. PQR manager prepares a report detailing the issue detected, the process for conducting the review, and the findings and recommendations of the panel.
- 3.2. TD representative(s) review and comment on report.
- 3.3. The report is jointly signed off on by the TD Director or manager and the PQR manager.
- 3.4. PQR manager submits report and recommendations to WIDA
- 3.5. WIDA response to review is recorded with report and documentation from panel.