

ACOMMITTEE OF BAR EXAMINERS OPEN SESSION AGENDA ITEM

AGENDA ITEM: **October 2014 – O-301**

DATE: October 7, 2014

TO: Subcommittee on Operations and Management

FROM: Greg Shin, Director, Operations and Management

SUBJECT: **JUNE 2014 FIRST-YEAR LAW STUDENTS' EXAMINATION
 COSTS**

BACKGROUND

As part of the on-going process to monitor the costs related to administering the Committee's examinations, please see below a cost analysis of the June 2014 First-Year Law Students' Examination (FYLSX). Attached is more detail with regard to the various expenses associated with administering the examination. Tracking this information over time should reveal trends for the major expense categories that should allow for proactive management and control of expenses.

DISCUSSION

The total cost for administering the June 2014 FYLSX was \$168,873.79 for 506 applicants, which is approximately \$10,000 higher than what was spent to administer the June 2013 FYLSX.

Here are a few highlights from the cost analysis:

1. Approximately 50% of the facility capacity was used to administer this examination. Alternative venues will be investigated to determine if smaller, more cost-effective facilities can be found.
2. Costs for facility rental, electrical and proctors make up roughly 77% of the total costs.
3. While the 28 applicants who took the examination at the Testing Accommodations test centers made up only 6% of the total number of applicants, the cost to administer the examination to those applicants was approximately 42% of the total cost.
4. It costs approximately \$193 to administer the FYLSX to an applicant taking the examination at a general test center compared to approximately \$2,521 for each applicant taking the examination at a Testing Accommodations test center.

Broadly speaking, given the relatively higher cost per applicant, it will be important to continually monitor the cost to administer the FYLSX to applicants taking examinations at Testing Accommodations test centers. Administering examinations at Testing Accommodations test centers involve higher costs because of the type of facility that must be used, i.e., hotel instead of a conference center to be able to provide semi-private/private rooms, additional proctors, specialized equipment/software, etc. If more applicants with disabilities are granted accommodations in the future, overall costs will start to trend higher. It's also important to note that these figures don't include 'soft' costs for staff time and actual costs for medical experts/consultants to review testing accommodations petitions. Both of which will also increase if volumes increase.

Finally, this is all independent of the continued projected declines in the number of applicants taking the FYLSX as a result of the enrollment declines at law schools. Between the June 2014 and the June 2013 administrations of the FYLSX, there has already been a 19% decline in the number of applicants that have taken the examination.

RECOMMENDATION

It is recommended that this report be received and filed.

PROPOSED MOTION

If the Subcommittee agrees, the following motion is suggested:

Move that the report on costs for administering the June 2014 First-Year Law Students' Examination be received and filed.