

12 Exam Revision Committee

12.1 Committee Purpose

The Exam Revision Committee is responsible for the upkeep and improvement of the ACPV Certifying Examination. This is done: a) by ensuring the content of the exam stays current with the latest science, regulations and practices, b) by continually expanding the exam item pool and removing inferior items, c) by using statistical data regarding the exam to make improvements on the exam, d) by ensuring exam questions are properly Angoff scored, and e) by every five years reviewing the most recent jobs analysis to ensure the exam blueprint accurately describes the poultry medicine profession.

12.2 Committee Composition

The Exam Revision Committee shall consist of six regular members, a chair, a chair elect, and a past chair, for a total of nine members on the committee. All must be members in good standing of the College. The term for a regular committee member is 3 years. Regular members serve on a rotating basis, with two members rotating on and off the committee each year. The term for the chair positions is a total of 3 years: one year as chair elect, one year as chair and one year as past chair. A chair elect is appointed each year. If the chair elect is a regular member of the committee who still has one or two years remaining in his/her term, another regular member must be appointed to complete the vacated position. It is preferable that the chair elect comes from the regular committee and the committee is encouraged to discuss and recommend a chair elect to the ACPV President. The ACPV President selects new committee members and a chair elect in June each year for approval at the annual BOG meeting. In making the committee appointments, care must be taken that the committee has expertise in all the subject areas covered in the exam.

12.3 Committee Task

12.3.1 Revising Exam Content

The Exam Revision Committee is responsible for expanding the exam item pool and removing inferior items. Each year the Exam Revision Committee will:

1. Create 5 – 10% new questions.
 - 10 – 20 new multiple choice
 - 5 – 10 new image
 - 1 – 2 long answer
2. Revise outdated or incorrect questions as flagged by Exam Committee.

12.3.1.1 Revision Process Timeline

August/September	Following the exam, the Exam Committee and the Exam Revision Committee Chair will meet to flag exam items they feel should be reviewed by the Exam Revision Committee.
October/November	Exam Revision Committee Chair: 1) arranges for the committee to meet in January/February, 2) asks committee members to develop new items to share at the meeting, 3) shares materials regarding item writing.
January/February	Exam Revision Committee meets to revise and add items to the exam. Reviews year over year statistics on items. Reworks or replaces items flagged by the Exam Committee. Discusses

proposed new items brought by committee members and adds to the item pool if approved by all committee members.

March/April

Follow up meetings as necessary.

12.3.2 Angoff Scoring Exam Questions

ACPV hires an expert to conduct the Angoff scoring process for exam items. Currently Robert Malinowski, the ACPV exam consultant conducts the Angoff scoring process for ACPV. The Exam Revision Chair may form a subcommittee of 6-7 diplomates to work with Dr. Malinowski. Subcommittee members first score each item individually and then to meet as a group to determine a cut score.

12.3.2.1 Angoff Scoring Process Timeline

April/May 1) Exam Revision Committee Chair notifies Dr. Malinowski and the ACPV office that there are new and revised items to be scored. 2) Exam Revision Committee Chair organizes a scoring subcommittee.

April/May ACPV office sends subcommittee contact information to Dr. Malinowski. This includes name, email, phone number and area of expertise.

May Angoff Scoring Subcommittee meets to score the new and revised items.

12.3.3 The Exam Blueprint

The Exam Revision Committee is responsible for seeing that the current exam blueprint continues to accurately reflect the knowledge, skills, and abilities (KSAs) needed by a poultry veterinarian. This is done by reviewing the most recent ACPV jobs analysis at minimum of every five years. The current ACPV exam blueprint is a product of the ACPV jobs analysis done in 2013. It was reviewed and approved as still valid by an ACPV ad hoc committee in 2018. The Exam Revision Committee can review the jobs analysis, or an ad hoc committee can be formed to accomplish this task. If using an ad hoc committee, the Exam Revision Chair should consult with the ACPV President to form the committee.

Description of a Jobs Analysis

The following is an excerpt from the Job Analysis of Certified Poultry Veterinarians, August 2013, Elizabeth A. Witt, Ph.D., Witt Measurement Consulting

"A job analysis, also called a practice analysis, is the primary form of evidence in support of the validity of a credentialing exam. Wikipedia defines it as, "A systematic process of identifying the content of a job in terms of the activities involved and the attributes needed to perform the work." The job analysis creates a chain of evidence from the work done by practitioners in the field to the knowledge, skills, and abilities (KSAs) required to perform that work effectively, and then to the content of the examination. This chain of evidence shows that the content of the examination reflects the domain of occupational competencies at a level appropriate to the certified practitioner. The primary deliverable from a job analysis study is a test blueprint, or content outline, which specifies weighted content areas for a certification examination that reflects current practice at the appropriate level. A secondary purpose for this study is to create documentation of the process and results, including lists of tasks and KSAs relevant to the practice of poultry medicine."

12.4 Committee Member Responsibilities

1. Sign the exam confidentiality statement
2. Do assigned tasks
3. Be familiar with the current exam.

4. Attend all meetings.

12.5 Committee Chair Responsibilities

1. Give committee members access to ExamSoft.
2. Meet with Exam Committee as described in 12.3.1.1.
3. Arrange, prepare agenda, and facilitate Exam Revision Committee meetings.
4. Review and share statistics with the committee.
5. Report to the Board of Governors at their annual meeting BOG meeting.
6. Arrange for Angoff scoring of revised and new exam items.
7. Assure the ACPV jobs analysis is reviewed every 5 years.

12.5 Committee Resources

1. Job Analysis of Certified Poultry Veterinarians, August 2013, Elizabeth A. Witt, Ph.D., Witt Measurement Consulting

2. NBME Item Writing Guide

https://www.nbme.org/sites/default/files/2020-11/NBME_Item%20Writing%20Guide_2020.pdf
(Chapter 3 points out what not to do (adding irrelevant difficulty and making a question easier for experienced test-takers to answer.)

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