

COMMITTEE OF BAR EXAMINERS OPEN SESSION AGENDA ITEM

AGENDA ITEM: **October 2018 – O-300**

DATE: October 5, 2018

TO: Committee of Bar Examiners

FROM: Tammy Campbell, Program Manager, Operations and Management

SUBJECT: **JUNE 2018 FIRST-YEAR LAW STUDENTS' EXAMINATION
COST ANALYSIS**

BACKGROUND

This item summarizes the findings from the cost analysis of the June 2018 First-Year Law Students' Examination (FYLSX). Attached is more detailed report on the various expenses associated with administering the examination.

DISCUSSION

The total cost for administering the June 2018 FYLSX was \$148,528 for 326 applicants. This compares to \$148,854 for 441 applicants for the June 2017 FYLSX. The decline in FYLSX applicants from June 2017 to June 2018 represents a 24.7% decrease.

Here are a few highlights from the cost analysis:

1. Approximately 59% of the facility capacity was used to administer this examination compared to 74% during the June 2017 examination.
2. In line with historical data, 75% of our total costs was comprised of costs related to facility rental, electrical, and proctors.
3. While the 19 applicants that took the examination at the Testing Accommodations test centers made up only 5.7% of the total number of applicants, the cost to administer the examination to those applicants was approximately 43% of the total exam cost.
4. It costs approximately \$272 to administer the FYLSX to an applicant taking the examination at a standard test center compared to approximately \$3324 for each applicant taking the examination at a Testing Accommodations test center.

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 in order to be able to provide semi-private/private rooms, additional

proctor requirements, specialized equipment/software, etc. 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.

RECOMMENDATION

It is recommended that this report be received and filed.

PROPOSED MOTION

If the Committee agrees, the following motion is suggested:

Move that the report on costs for administering the June 2018 First-Year Law Students' Examination be received and filed.

First Year Law Student's Exam Administration Costs F1806																		
Test Center																		
Facility	Capacity	# of Testers	% of Capacity	Type	Facility Rental	Tables & Chairs	Electrical	Parking	Water	AV	Phones	Computers	Shipping	Staff Rooms	Proctors	Off-Duty	Grand Total	Cost/Tester
Northern California:																		
South San Francisco Conference Center (LW603)	125	93	74.40%	Combo	\$13,918.52	\$1,345.00	\$4,800.00	\$0.00	\$2,500.00	\$1,612.53	\$0.00	\$290.40	\$2,206.25	\$1,407.00	\$5,234.85	\$1,732.50	\$35,047.05	\$376.85
Holiday Inn SFO Airport (S620)	10	4	40.00%	TA	\$12,735.46	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$971.92	\$2,206.25	\$1,407.00	\$5,251.86	\$2,483.25	\$25,055.74	\$6,263.94
Northern California Totals	135	97	71.85%		\$26,653.98	\$1,345.00	\$4,800.00	\$0.00	\$2,500.00	\$1,612.53	\$0.00	\$1,262.32	\$4,412.50	\$2,814.00	\$10,486.71	\$4,215.75	\$60,102.79	\$619.62
Southern California:																		
The Pasadena Center (LW102)	400	220	55.00%	Combo	\$18,865.20	\$2,800.00	\$8,888.00	\$694.00	\$0.00	\$1,770.56	\$246.38	\$211.40	\$2,206.25	\$1,357.00	\$11,553.49	\$1,716.00	\$50,308.28	\$228.67
Ontario Gateway Hotel (S408)	30	15	50.00%	TA	\$16,218.98	\$0.00	\$0.00	\$0.00	\$0.00	\$625.80	\$0.00	\$937.92	\$2,206.25	\$670.32	\$14,719.12	\$2,739.00	\$38,117.39	\$2,541.16
Southern California Totals	430	235	54.65%		\$35,084.18	\$2,800.00	\$8,888.00	\$694.00	\$0.00	\$2,396.36	\$246.38	\$1,149.32	\$4,412.50	\$2,027.32	\$26,272.61	\$4,455.00	\$88,425.67	\$376.28
Miscellaneous																		
Non-TA Sites - Subtotal	525	313	59.62%	Combo	\$32,783.72	\$4,145.00	\$13,688.00	\$694.00	\$2,500.00	\$3,383.09	\$246.38	\$501.80	\$4,412.50	\$2,764.00	\$16,788.34	\$3,448.50	\$85,355.33	\$272.70
TA Sites - Subtotal	40	19	47.50%	TA	\$28,954.44	\$0.00	\$0.00	\$0.00	\$0.00	\$625.80	\$0.00	\$1,909.84	\$4,412.50	\$2,077.32	\$19,970.98	\$5,222.25	\$63,173.13	\$3,324.90
EXAM TOTAL	565	332	58.76%		\$61,738.16	\$4,145.00	\$13,688.00	\$694.00	\$2,500.00	\$4,008.89	\$246.38	\$2,411.64	\$8,825.00	\$4,841.32	\$36,759.32	\$8,670.75	\$148,528.46	\$447.37
% of Total					41.6%	2.8%	9.2%	0.5%	1.7%	2.7%	0.2%	1.6%	5.9%	3.3%	24.7%	5.8%	100.0%	