

## DEPARTMENTAL STANDARD POLICY - CYBERSECURITY

Revision 05012022

### GENERAL STATEMENT OF POLICY

This course is primarily delivered as PBE in both a self-guided online and a hybrid modality. It can also be delivered as a traditional non-PBE online "graded section", for students in a "teach out" status.

[Performance Based Education \(PBE\)](#) is the name of TSTC's course-based Competency-Based Education (CBE) initiative. This will help you to focus on mastery of specified industry skills or competencies. In the **PBE self-guided environment**, students complete coursework at their own pace within the scheduled course timeframe. In the **PBE Hybrid environment**, online education and traditional face-to-face learning is combined. Students attend/review lecture content online, and perform lab activities in a physical on-campus classroom/lab environment.

Course content and activities will be delivered via the TSTC Learning Management System (LMS). The LMS can be accessed using TSTC user login credentials. **Access to a computer that meets the department technology standard and a reliable Internet connection is required for course participation.** Expect the same variety of work and time required for self-guided online and hybrid activities as a face-to-face course. In all cases, students are expected to: (1) Communicate regularly with course Instructor; (2) Perform course work in a timely manner to ensure course completion; (3) Be an active course participant; (4) Be equipped with required technologies and tools

### Mastery Assessment Policy - Technical Courses [Cybersecurity]

In Performance Based Education (PBE) courses, you are required to show mastery of course competencies through assessments. At TSTC, mastery assessments in technical courses have the mastery level set at 80% or better. You will need to **complete ALL Mastery Assessments with at or above the required mastery level in order to complete the course.** The benefit of PBE is that in the event you do not finish the course, Mastery Assessment scores will carry over to the next semester and you can pick up where you left off in the course.

For Cybersecurity, you may **attempt each Mastery Assessment 3 times.**

***Before Your First Mastery Assessment Attempt.*** Students may attempt the Mastery Assessment once without completing any of the module lessons, with Instructor approval. **Failure to successfully show mastery will require the student to complete all module lessons and activities** and require Instructor approval for a second attempt.

Before attempting a Mastery Assessment, complete formative assessments (typically labeled "Practice and Apply" or "Activity" or "Lab") included in the module. These formative assessments are designed to help gauge your understanding of the content and help you prepare for the Mastery Assessment. You **MUST** also complete Check for Understanding

activities in the Module. The Check for Understandings are usually automatically graded and designed to make sure you are ready BEFORE you move on to the mastery assessment. **For Cybersecurity, you must score at least 80% before you will be able to move on to the Mastery Assessment.** You may attempt each Check for Understanding multiple times, but it is strongly suggested that if you are not successful on the Check for Understanding, you return to the module and review all content before attempting it again.

***After Your First Mastery Assessment Attempt.*** Instructors will grade your Mastery Assessment within 2 business days. While waiting for feedback on the assessment, continue working on your other course(s). In the event that you do not meet the predetermined score to indicate mastery of the content, you will be given another assessment opportunity. If your first attempt score is between **70 and 79%** on a technical course Mastery Assessment, you can self-direct your module review or meet with an instructor to close the gaps in your knowledge, skills, or abilities. If you scored below **70%** on a technical course Mastery Assessment, you will need to return to the corresponding module(s) and view all instructional materials and attempt or reattempt all formative assessments.

***After Your Second Mastery Assessment Attempt.*** If you fail to demonstrate mastery on the second or any subsequent Mastery Assessment attempt, you **MUST** schedule a time to meet with your instructor to review the first two attempts. The instructor may assign mandatory tasks for you to complete before the next attempt.

***Mastery Assessments in the Gradebook.*** The highest score from all attempts will be recorded for each Mastery Assessment. If you desire an additional attempt to raise your score, you must complete all Mastery Assessments in the course first and then contact your instructor for directions. Note: You cannot request an attempt to raise a score after the semester has ended. It is your responsibility to plan your coursework so that adequate time remains at the end of the semester to administer any additional assessment(s).

***Deadline for Submitting Final Mastery Assessment Attempts.*** Your final Mastery Assessment attempt for the semester is due Wednesday at 5:00 pm CST the last week of the semester. This will allow your instructor the 2 business days to grade your assessment. Assessments that can be computer graded will close at 5:00 pm CST on the last Friday of the semester.

***Mastery Assessment Grade Carry Over.*** If you do not master an assessment before the end of the semester, you will pick up with that assessment the next semester. Any attempts on that assessment from the previous semester will reset and start over with the first attempt in the new semester. (Note: **Failure to complete all Mastery Assessments in a course with the required score will result in an 'F' in the course. You will need to register and pay for the course again to continue.**) Mastery Assessment scores are good for one calendar year. In other words, you have three semesters after the initial semester ends to complete the course. For example, if a student masters assessments for modules 1 and 2 in a course but not the third module in Fall 2022 semester, they will need to finish the course the next Spring 2023, Summer 2023 or Fall 2023 semester to carry over the scores for Mastery Assessments 1 and 2. The student will need to repeat the entire course if they wait until the Spring 2024 semester.