

ENTRY-LEVEL ASSESSMENT COMMITTEE
February 18, 2021

Meeting Began: 11:00 a.m.
Meeting Adjourned: 12:00 p.m.

Present: Leslie Jones, Makenna Green Garrison, Liz Largent, Lisa Buckelew, Donna Chambers, Don Russell, Greg Parks, Brandon Tomson, Thomas Harrison, Max Simmons, Amanda Williams-Mize, Liz Miller, Stephanie Miller, Kamille Souttee, Traci Boren

Absent: Glenne' Whisenhunt, Kim Jameson, John Helton, Julie Rice-Rollins

Minutes from the November 19, 2020 meeting were reviewed. Lisa Buckelew made the motion to accept, motion was seconded, and passed unanimously.

Leslie Jones presented a new form for ELAC to use when requesting changes. This form was created using the Curriculum Committee form as a template.

Lisa Buckelew asked if ELAC is involved in giving their input when changes are made to the courses that are listed on the information page of the form.

Discussion began on ELAC's involvement in instituting changes. Curriculum and ELAC should work together closely before any changes are made. If Curriculum and ELAC are not working together on changes to courses, modifications could present problems that affect students, processes, and other departments.

Makenna spoke about the timeline process and that it can take over a year for a substantive change requiring Board and OSRHE approval to be approved and implemented.

Brandon Tomson said he thought ELAC's function was to look at how placement is determined and was concerned about efficiency being compromised with this long timeline. Max Simmons also discussed concerns with the long timeline. Makenna mentioned that OSRHE approval can take several months. Curriculum has worked to align changes with the Board's calendar. However, the process can still be long for substantive changes. ELAC could look at proposals in the spring and prepare them for the fall.

Lisa discussed ways to expedite the process, including working on proposals ahead of time.

Liz Largent discussed amending the form to display better the items required for ELAC approval versus items required for Curriculum approval.

Leslie stated time was running short, so she will set up a discussion board and post the form for ELAC to review. She asked members review the form and make notes. The form and process for ELAC proposals will be discussed at the April meeting.

Meeting adjourned.