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COMMITTEE ON EDUCATIONAL EFFECTIVENESS
MEETING MINUTES

MEETING DATE: January 25, 2018 **1:00 PM to 2:00 PM**
LOCATION: Hawaii Hall 208
ATTENDANCE: [P = Present; A = Absent; E = Excused]

MEMBERS		MEMBERS		MEMBERS		GUESTS	TIME
Jacqueline Ng-Osorio	E					None	
Bill Chapman	P	Leticia Pagkalinawan	E	Hui-ya chuang	P		
Amy Brown, Vice-Chair via Polycom	P	Yao Hill, Ex-officio	P	Mandy Westfall-Senda	P		
Konia Freitas	P	Monica Stitt-Bergh, Ex-officio	P	Stephanie Kraft-Terry	E		
Thomas Conway, Chair	P	Christine Sorensen Irvine, SEC liaison	E	John Kinder, Staff	P		

SUBJECT	DISCUSSION / INFORMATION	ACTION / STRATEGY / RESPONSIBLE PERSON
CALL TO ORDER		Meeting was called to order by Chair Conway at 1:07 PM
REVIEW OF MINUTES	1. The minutes of the December 4, 2017 had been circulated electronically for comments.	Motion by K. Freitas to approve the December 4, 2017 minutes; seconded by B. Chapman. Approved unanimously.
CHAIRS REPORT	1. None	
UNFINISHED BUSINESS	1. None	1. None
BUSINESS	1. Giving feedback to program assessment reports. 2. Collaborate with other MFS committees i.e. General Education 3. Review committee membership 4. Ways to streamline reporting as a Policy Recommendation	1. Action completed. 2. action. 3. action. 4. action.



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	<ul style="list-style-type: none"> 5. How to better use data for Manoa & outside community. 6. Promote Assessment at Manoa 7. Online Meeting option - Zoom Program 8. ByLaws review 	<ul style="list-style-type: none"> 5. action. 6. action. 7. action. 8. action.
ADJOURNMENT	Our next CEE meeting will be on February 22, 2018 in Hawaii Hall 208 from 1:00 PM - 2:00 PM.	Motion to adjourn by B. Chapman; seconded by A. Brown. Passed unanimously. Meeting adjourned at 2:01 PM.

Respectfully submitted by Thomas Conway, Chair.

Approved on February 22, 2018 with 5 votes in favor of approval and 0 against.