



COMMITTEE ON ASSESSMENT (MAC)

MEETING MINUTES

MEETING DATE: January 28, 2016
LOCATION: HH 309
ATTENDANCE: [P = Present; A = Absent; E = Excused]

MEMBERS		MEMBERS		MEMBERS		EX-OFFICIO / NON-VOTING/ GUESTS	
BOVARD, Penny-Bee	E	KRAFT-TERRY, Stephanie	P	PAGKALINAWAN , Leticia	E	BAKER, Jordan (ASUH)	P
HARRISON, George	P	LE SAUX, Olivier (Vice Chair)	P	TSE, Alice (Chair)	P	MCKEE, Amy (GSO)	E
		VACANT (<i>non A&S</i>)		VACANT (A&S)		HILL, Yao (AO)	P
				VACANT (MFS)		STITT-BERGH, Monica (AO)	E
						MANINI, Bonnyjean (SEC)	P

SUBJECT	DISCUSSION / INFORMATION	ACTION / STRATEGY / RESPONSIBLE PERSON
CALL TO ORDER	3:00 pm	
OLD BUSINESS	Approved minutes for 11/3/15, 11/24/15, 1/7/16 with minor edits.	Approved minutes to be forwarded for posting on website
VACANCIES	Discussed the need to fill vacancies within the committee. Adam cannot participate for Spring 16 due to conflicts in scheduling.	Bonnyjean requested MFS office to cc Alice when new members appointed
ASSESSMENT SOFTWARE FEEDBACK	Provided feedback to the Manoa Assessment Office on the potential Assessment Management Software. Discussed the desire to request the software that best serves the campus assessment community, even if that means request a slightly more expensive software.	Continued discussion at next meeting
GRADUATE ILO UPDATE	Graduate ILO did not pass Graduate Chairs' vote by 2 points. OGE requesting ~5 faculty members to help revisit wording of ILO #6. Contact OGE by 2/3/16	Alice and Olivier volunteered
POSTER EXHIBIT & PROPOSALS	Assessment Poster exhibit & Call for Proposals - submission Deadline 2/26/16	MAC will assist with reviewing submissions
NEXT MEETING	February 4, 1-2 pm in HH 208	
ADJOURNMENT	4:05 PM	

Respectfully submitted by Stephanie Kraft-Terry.



Approved on 2/4/16 with 5 votes in favor of approval and 0 against