

Committee on Educational Effectiveness Meeting Minutes

MEETING DATE September 28, 2020
 MEETING TIME 2:30 - 3:30 PM
 LOCATION Zoom

Attendance

Members

Name	Role	Attendance
Stephanie Kraft-Terry	Chair	Present
Justin Walguarnery	Vice-Chair	Excused
Jessica Gasiorrek	Secretary	Present
Vanessa Wong		Present
Alice Tse		Present
Bob Lipske		Excused
Sandra von Doetinchem		Present
Monica Stitt-Bergh	Ex-officio (ACSC representative)	Present
Thomas Conway	SEC Liaison	Excused

Guests

Name	Role	Time
none		

MĀNOA FACULTY SENATE

Subject	Discussion/Information	Action / Strategy / Responsible Person
Call to Order	1. N/A	The meeting was called to order by Stephanie Kraft-Terry at 2:35PM..
Review of Minutes	1. September 9th, 2020 Minutes	1. Alice moves to approve minutes; minutes approved unanimously (with edit to meeting date).
Chair's Report	1. N/A	1.
Action Items	1.	1.
Guest(s)	1. N/A	1.
Committee Reports	1. N/A	1.
Unfinished Business	1. Letter created by CEE last year was not sent out to departments. Finalize language for distribution to respective departments	1. Collective editing of draft letter to be sent in Fall 2020 (from Spring 2020 draft). Removed summer dates, updated language.
New Business	1. Create Agenda for October 5th Associate Deans meeting 2. Finalize attendees for October 5 Associate Deans meeting	1. Reviewed and updated draft agenda, discussing goals for the meeting. Discussion of how to include IEEI (plan for Monica to screen share and walk through examples). Plan for Stephanie to represent CEE, talk through the agenda.
Adjournment	The next meeting of the CEE will be on October 5, 2020 (special meeting with Laura Lyons and Associate Deans) . Next regular CEE meeting on October 26, 2020.	Stephanie made a motion to adjourn. Meeting adjourned at 3:21 PM.

Respectfully submitted by Jessica Gasiorek, Secretary

Approved on October 26, 2020 with one abstention and all others in favor.