



**COMMITTEE ON ASSESSMENT (MAC)
MEETING MINUTES**

MEETING DATE: Thursday, March 23, 2017 (repeated April 3, 2017 –for those unable to attend on March 23)
LOCATION: Hawai'i Hall 208
ATTENDANCE: [P = Present; A = Absent; E = Excused]

MEMBERS		MEMBERS		MEMBERS		EX-OFFICIO / NON-VOTING/ GUESTS	
BOVARD, Penny-Bee (Secretary)	P	PAGKALINAWAN, Leticia	P	TSE, Alice (Chair)	P	(ASUH)	-
BUENCONSEJO-LUM, Lee	P	KRAFT-TERRY, Stephanie	E	WESTFALL-SEND A, Mandy	P	Jay Purvis (GSO)	E
CHUANG, Hui-ya	P	TANNERS, Adam	P	WRIGHT, Robert	A	HILL, Yao (AO)	P
						STITT-BERGH, Monica (AO)	P
						REI, Sarita (SEC)	P
						AUNE, Krystina (OGE)	P
						MAEDA, Julianne (OGE)	P
						LeSAUX, Olivier (JABSOM)	P

SUBJECT	DISCUSSION / INFORMATION	ACTION / STRATEGY / RESPONSIBLE PERSON
CALL TO ORDER	3:00 pm	
MINUTES	No quorum present; minutes of 11/21/2016 deferred The March 23 meeting was duplicated on April 3 to accommodate the rest of the committee members' schedules. Notes (not Minutes) taken since quorum was not achieved on the March 23 or the April 3 meetings	Deferred
OLD BUSINESS	Continued discussion over role of MAC (RE: develop methodology for departments to assess their impact on student learning OR assessment of UHM administration)	Deferred, given recent change in the SEC leadership
NEW BUSINESS	a. Presentation of the Graduate ILOs to UHMFS Steps required for presentation of the Graduate ILOs:	



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	<ul style="list-style-type: none">a. Sarita: Create a resolution/appropriate document and then send that along with the ILOs to SEC for the Senate Agenda.<ul style="list-style-type: none">i. Timeline: for the April 19 meeting, submit at least a week before the Faculty Senate Meeting, i.e., April 10b. Julie M.: reviewed and approved by Grad Council, reviewed and approved by all grad chairsc. Monica & Alice stated the first version of the Adv. Degree ILOs is dated 2014d. Model the motion after the Undergraduate Degree ILOs Motion (approved MFS on May 2, 2012) <p>Presentation of the Motion</p> <ul style="list-style-type: none">a. On April 19—CANNOT attend: Lee, Alice, Monica, Krystyna<ul style="list-style-type: none">i. Adam to present the motion at MFS meetingii. Presentation of the motion at the April 19 MFS meeting is pending the SEC's approvalb. On April 19, emphasize<ul style="list-style-type: none">iii. Amount of revision and review and discussion that has already occurred (by whom, how many, etc.) <p>b. Discussion of statement from Monica regarding the FS by-laws and that CAB may be considering adding GEC to the by-laws as a Permanent Committee.</p> <ul style="list-style-type: none">a. Sarita said CAB did not discuss this at its last meetingb. Alice & Olivier noted that it would help to reiterate that the MAC By-laws clearly state that MAC is a Permanent Committee. <p>c. Discussion of whether the name "Assessment Committee" is appropriate given that "assessment" is easy to misunderstand and does not reflect the list of responsibilities given in the by-laws.</p> <p>Need a resolution proposing the name change because "assessment" is too broad and therefore confusing and whereas the term "educational effectiveness" better describes the already-approved responsibilities</p>	<p>ACTION: Alice & Monica will craft a Motion and FAQs based on the undergraduate ILOs, circulate, and plan to send to SEC no later than Monday, April 10</p> <p>ACTION: Alice and Monica to craft a Motion to rename the Committee</p>
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	<p>a. Options brainstormed during the meeting:</p> <ul style="list-style-type: none">i. Program Assessment Committeeii. Academic Assessment Committeeiii. Committee on Educational Effectiveness CEE)iv. Learning Assessment Committee <p>d. Final Committee meeting for Spring 2017</p>	
NEXT MEETING	Pending outcome of MFS presentations of the 2 Motions	Deferred, need entire committees' input A. Tse will send reminder
ADJOURNMENT	4:00 pm	

Respectfully submitted by Monica Stitt-Bergh (March 23, 2017)/Alice Tse (April 3, 2017).

Reviewed on 5/19/17 with 6votes in favor of approval and 0 against.