

## Committee on Educational Effectiveness Meeting Minutes

**MEETING DATE**      February 22, 2022  
**MEETING TIME**     1:30 PM - 2:30 PM  
**LOCATION**             Zoom

### Attendance

#### Members

Name	Role	Attendance
Justin Walguarnery	Chair	Present
Gerald Busch	Vice-Chair	Present
Jessica Gasiorek	Secretary	Present
Lori Andersen	Senator	Present
Aimee Chung	Member	Present
Oceana Francis	Senator	Present
George Harrison	Member	Present
Lorenzo Perillo	Member	Present
Alice Tse	Member	Excused
Monica Stitt-Bergh	Non-voting ACSC	Present
Logan Dean	Non-voting GSO Rep	Absent
Shana Brown	Non-voting SEC liaison	Present
VACANT	Non-voting ASUH Rep	VACANT

#### Guests

Name	Role	Time
Yao Hill	ACSC	

Subject	Discussion/Information	Action / Strategy / Responsible Person
<b>Call to Order</b>	1. The minutes of the 01/25/2022 CEE Committee were circulated electronically.	The meeting was called to order by Chair Justin at 1:33PM.
<b>Review of Minutes</b>	1.	1. Justin made a motion to approve the 01/25/2022 meeting minutes; Seconded by George. The minutes were approved, 7 in favor; 0 abstention.
<b>Chair's Report</b>	1. Justin thanks everyone for contributing to the report on feedback to the General Education Redesign as it relates to assessment. Summarizes issues, including: making sure that there is sufficient transparency, suggestion of a system-wide assessment committee (where one currently does not exist) and issues related to flexibility around how capacities are handled. Also noted questions about definitions of “capacity” and “touchpoint”, and what assessment implications for each of these would be. Recommendation reducing capacities from 16 to maximum of 7.	1.
<b>Action Items</b>	1.	1.
<b>Guest(s)</b>	1. Yao Hill from Assessment and Curriculum Support Center presentation on the Graduate ILO Advancement Committee. This is a new committee to promote learning assessment in advanced degree programs, and help each advanced degree program to align their PLOs (program learning outcomes) and ILOs. Notes areas of missing representation (Shidler, Law School, Architecture, Engineering, JABSOM). Note that one of the primary issues with alignment between PLOs and ILOs is methodological: programs often point to a single PLO aligning with multiple ILOs; in ACSC, mapping is typically one PLO to one ILO. (Oceana volunteers to serve for College of Engineering). 2. Link to slides	1. Request for CEE help the committee reach out to representatives from schools not represented 2. Request for CEE to help reach out to programs within Colleges or Schools that members represent
<b>Committee Reports</b>	1. None	1.

<b>Unfinished Business</b>	1. None	1.
<b>New Business</b>	<ol style="list-style-type: none"> <li>Review of CAB suggested changes to proposed revisions to CEE bylaws submitted on Nov. 17, 2021. Feedback appears to have resulted from confusion about what we were attempting to revise original bylaws rather than the more recent version (2017). (Redlined text here). Clarifications by adding an additional “Whereas” statement to clarify basis (2017 version) for revision. Brief discussion around the fact that this committee does not have a chair and vice-chair from MFS (which was a point of confusion). This differs from other committees but is established in the 2017 bylaws and we do not change this in the proposed revision.</li> <li>Concerns about confusion around the term “non-senators”. MFS reps are annually appointed. Other members serve 3-year terms. Want to make clear that this 3 year term applies to people who may be senators but not serving in that role on this committee. Edits made accordingly.</li> <li>Questions about how reporting to MFS is presented. Proposed edits now explicitly state that materials will be posted to the MFS website (which is already current practice).</li> <li>Changed “faculty” to “faculty member” throughout the document (as suggested)</li> <li>Monica seeking assistance in piloting a new set of assessment questions from ACSC.</li> <li>Monica announces that Assessment Leadership Institute’s Call for Applications is open:  <a href="https://manoa.hawaii.edu/assessment/workshops-events/call-for-applications-2022-assessment-leadership-institute/">https://manoa.hawaii.edu/assessment/workshops-events/call-for-applications-2022-assessment-leadership-institute/</a>            (due March 27)</li> </ol>	<ol style="list-style-type: none"> <li>Monica will double check dates listed in new “Whereas” statement.               <ol style="list-style-type: none"> <li>Current bylaws were approved April 18, 2018</li> </ol> </li> <li>Justin moves to approve new revisions for submission to CAB. Gerry seconds. 7 in favor, 0 opposed, 0 abstentions.</li> <li>Monica will reach out via email with additional information and requests for program assessment item pilot</li> <li>Monica requests that CEE members help advertise for Assessment Leadership Institute</li> </ol>
<b>Adjournment</b>	<p>Meeting adjourned at 2:29PM.</p> <p>The next meeting will be Tuesday, March 22, 2022, 1:30 PM.</p> <p><a href="https://hawaii.zoom.us/j/96916946404">https://hawaii.zoom.us/j/96916946404</a> (Passcode: 4812)</p>	Justin made a motion to adjourn; seconded by Gerry. Meeting adjourned at 2:29 PM.

Respectfully submitted by Jessica Gasiorek, Secretary  
 Approved unanimously (1 abstention) on March 22, 2022.