

## Committee on Educational Effectiveness Meeting Minutes

**MEETING DATE**      March 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	Excused
Jessica Gasiorek	Secretary	Present
Lori Andersen	Senator	Absent*
Aimee Chung	Member	Present
Oceana Francis	Senator	Present
George Harrison	Member	Excused
Lorenzo Perillo	Member	Excused
Alice Tse	Member	Present
Monica Stitt-Bergh	Non-voting ACSC	Present
Logan Dean	Non-voting GSO Rep	
Shana Brown	Non-voting SEC liaison	
VACANT	Non-voting ASUH Rep	VACANT

#### Guests

Name	Role	Time

<b>Subject</b>	<b>Discussion/Information</b>	<b>Action / Strategy / Responsible Person</b>
<b>Call to Order</b>	1. The minutes of the 02/22/2022 CEE Committee were circulated electronically.	The meeting was called to order by Chair Justin at 1:35PM
<b>Review of Minutes</b>	1.	1. Justin made a motion to approve the 02/22/2022 meeting minutes; Seconded by Aimee. Approved 4 approve, 1 abstain.
<b>Chair's Report</b>	1. Justin contacted John Kinder and he updated the email list for committee members to include Lorenzo. Justin has checked that all faculty members are on the list. No contact from student members this semester. One more meeting before the end of the year (and corresponding report to MFS). Justin reviewed what we have done this year: provided feedback on assessment implications for Gen Ed redesign, updated bylaws, worked on updated assessment questions, and disseminated information about assessment.	1.
<b>Action Items</b>	1.	1.
<b>Guest(s)</b>		
<b>Committee Reports</b>	1.	1.
<b>Unfinished Business</b>	1. Discussion of new assessment questions from ACSC (final feedback was due March 20). Monica has reviewed suggestions and made changes (or have changes in progress). Updated document here. 2. Promotion of Assessment Leadership Institute's Call for Applications: <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). Monica reports that this is usually limited to 18 people total, with spaces reserved for UHM faculty (typically 4-5 non-UHM faculty). Monica notes that people can apply as a team (so that plans developed in the institute are developed jointly). As of this meeting, 3 UHM members + 3 non-UHM members have applied. (More applications closer to the deadline are expected). For examples of projects coming out of the institute, see:	1.

	<a href="https://manoa.hawaii.edu/assessment/workshops/poster-exhibit/poster-index/">https://manoa.hawaii.edu/assessment/workshops/poster-exhibit/poster-index/</a>	
<b>New Business</b>	<ol style="list-style-type: none"> <li>1. New initiatives. Discussion of the (potential) use of assessment software. At present, different campuses use different tools (rather than a single tool deployed across all campuses). Several CC's have purchased software tools for this; so far, UHM has not. Monica notes that this could be useful for programs that need accreditation. Shana asks what these systems do. Monica explains that some allow linking SLOs to PLOs to ILOs (e.g., Blackboard, ExamSoft). Prices range from \$2000 to \$80,000 per year (approximate).</li> <li>2. Discussion of developing a flyer about assessment: what it is, what people do in assessment, and what CEE does (possibly with other senate committees as target audience).. Justin suggests outreach and communication to students to make clear that there are PLOs.</li> <li>3. Monica announces that there will be assessment reports collected in Fall 2022. Monica requests, in advance, that CEE review reports and help provide feedback to programs that request it (in early 2023).</li> <li>4. Need to look at upcoming committee membership. Updated roster with 2021-2022 information, checking representation and elected terms. Justin, Jessica, Aimee (whose terms expire 2022) are willing to continue for another 3 year term. (Monica notes that there is an archived Laulima site from 2009+ to check old records).</li> </ol>	<ol style="list-style-type: none"> <li>1. Contact John Kinder to ask how to fill George's term (1 year remaining) and whether Alice is eligible to renew her position (if she would like to).</li> <li>2. Request that John send out a call for members (with other faculty committee volunteer opportunities) to fill remaining vacancies</li> </ol>
<b>Adjournment</b>	<p>Meeting adjourned at 2:30PM.</p> <p>The next meeting will be Tuesday, April 26, 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 Jessica.

Respectfully submitted by Jessica Gasiorek, Secretary  
 Approved on April 26, 2022.