

Committee on Educational Effectiveness Meeting Minutes

MEETING DATE September 8, 2020
MEETING TIME 9:00 AM - 10:00 AM
LOCATION Zoom

Attendance

Members

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

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 SEC liaison.
Review of Minutes	1. N/A	1.
Chair's Report	1. N/A	1.
Action Items	1. Election of new officers. Stephanie Kraft-Terry as Chair, Justin Walguarnery as Vice-Chair; Jessica Gasiorek as Secretary.	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. Suggestion that language from that letter could be sent to assessment coordinators when memo is sent to assessment coordinators.	1. Stephanie to reach out to Laura Lyons to coordinate going forward.
New Business	<ol style="list-style-type: none"> Review of committee's responsibilities (see by-laws). <ol style="list-style-type: none"> WASC accreditation coming up this year; likely that committee will do more this visit (than last year) as part of that process. Program assessment reports due in November. Possible CEE role: Providing feedback to departments that requested feedback. Monica would explain how to give feedback and provide the committee with documentation in December or early January. CEE would provide feedback by the end of January. ACSC would send the feedback to departments. Discussion of assessment process: Goal is to get people to use what they know about learning to improve their program (and ultimately student learning. This is reported in their assessment reports. Question raised as to whether we have a full committee, and student members. 	<ol style="list-style-type: none"> Tom to check on committee composition. Stephnie will send out Doodle Poll for future meetings.
Adjournment	The next meeting of the CEE will be on September 28, 2020 at 2:30pm.	Stepahnie made a motion to adjourn. Meeting adjourned at 9:33 AM.

Respectfully submitted by Jessica Gasiorek, Secretary

Approved unanimously on September 28, 2020.