



UNIVERSITY
of HAWAII®
MĀNOA

COMMITTEE ON EDUCATIONAL EFFECTIVENESS
MEETING MINUTES

MEETING DATE: December 4, 2017 **11:00 AM to 12:00 Noon**
LOCATION: Hawaii Hall 208
ATTENDANCE: [P = Present; A = Absent; E = Excused]

MEMBERS		MEMBERS		MEMBERS		GUESTS	TIME
Jacqueline Ng-Osorio	E					None	
William Chapman	P	Leticia Pagkalinawan	P	Hui-ya chuang	E		
Amy Brown, Vice-Chair, via polycom	P	Yao Hill, Ex-officio	E	Mandy Westfall-Senda	E		
Konia Freitas	P	Monica Stitt-Bergh, Ex-officio	P	Stephanie Kraft-Terry, via polycom	P		
Thomas Conway, Chair	P	Christine Sorensen Irvine, SEC liaison	E	John Kinder, Staff	P		

SUBJECT	DISCUSSION / INFORMATION	ACTION / STRATEGY / RESPONSIBLE PERSON
CALL TO ORDER		Meeting was called to order by Chair Conway at 10:04 AM
REVIEW OF MINUTES	1. The minutes of the October 23, 2017 had been circulated electronically for comments.	Motion by Thomas Conway to approve the October 23, 2017 minutes; seconded by William Chapman. Approved unanimously.
CHAIRS REPORT	1. None	
UNFINISHED BUSINESS	1. None	
BUSINESS	1. Giving feedback to program assessment reports.	1. Discussed program assessment reports.



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ADJOURNMENT	Our next CEE meeting will be on January X, 2018 in Hawaii Hall 208 from 9:00 AM - 10:15 AM.	Motion to adjourn by William Chapman; seconded by Konia Freitas. Passed unanimously. Meeting adjourned at 12:00 Noon.

Respectfully submitted by Thomas Conway, Chair.

Approved on January 24, 2018 with all votes in favor of approval and 0 against.