

Committee on Educational Effectiveness Meeting Minutes

MEETING DATE November 24, 2021
MEETING TIME 9:00 AM - 10:00 AM
LOCATION Zoom

Attendance

Members

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

Guests

Name	Role	Time
none		

MĀNOA FACULTY SENATE

Subject	Discussion/Information	Action / Strategy / Responsible Person
Call to Order	1. The minutes of the 10/27/21 CEE Committee were circulated electronically.	The meeting was called to order by Chair Justin Walguarnery at 9:03AM .
Review of Minutes	1.	1. Justin made a motion to approve the meeting minutes; Seconded by George. The minutes were approved.
Chair's Report	1. The CEE revised bylaws, voted upon in the Oct. 27 meeting, have been forwarded, with redlined version indicating changes, to SEC → CAB. SEC reviewed them. If CAB does not have any major concerns, then they can be put forward for approval.	1.
Action Items	1.	1.
Guest(s)	1.	1.
Committee Reports	1.	1.
Unfinished Business	1. Continue discussion of development of a document (flyer) that could be distributed to departments to increase interest in assessment ("marketing"). Consider ideas for increasing student awareness of and involvement in assessment and possible formation of a CEE subcommittee for development of the document. Justin suggests a two-page document, but that we wait on moving ahead with details until we have results from Monica's needs assessment (which should provide some guidance for content).	1. Plan to wait until there are results from the needs assessment survey (January) to move forward with this project.
New Business	1. CEE review of Gen Ed redesign for assessment implications. Timeline of moving forward is not currently clear (pending reply from CAP). Assessment is not detailed in the document; Shana notes that there was not expertise about assessment on the GenEd Redesign Committee. Potential for CEE to contribute here? Monica notes that this document lays the groundwork by specifying specific outcomes that students should learn, where they should learn them, and how frequently they should be assessed (and how this should be scaffolded). Justin notes that scaffolding is an area that may be of interest for this committee. Double dipping and streamlining of integration points to a need for programs to align their LOs and course content with university (Gen Ed) LOs more closely, and assessment of this integration will be important moving forward. Some questions raised about how scaffolding will take place (whether there are resources to make this happen adequately), which this committee could comment on.	1. As individuals, CEE members can provide feedback on GenEd Redesign via email or in Town Hall meetings scheduled in December and January. Looking ahead, CEE will put together a response, but this is not needed until Spring semester. 2. Monica will revise and send out the needs assessment questionnaire from her office (ACSC).

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	<p>Monica notes that she contacted one of the universities who have used a similar approach, and they reported that it took an office of 8 full time staff (+ faculty director and other resources) to implement it. Monica asked about how they were assessing their program and is waiting for feedback. Shana notes that there have been some concerns raised that different outcomes receive different levels of reinforcement; Justin notes parallels to issues he has experienced at his program level, where they have concluded that this may not be problematic and may instead be a function of how easily certain outcomes are integrated into classes. Monica notes that we may be able to assess how well students are achieving these outcomes/capacities, and then perhaps adjust how reinforcement is designed if it appears students are not mastering capacities as intended.</p> <p>2. Feedback on Monica Stitt-Bergh draft of assessment needs survey. Goal is to get something with a good balance between specificity and breadth. Also want demographic information to understand who assessment coordinators are, which can help determine how to tailor workshops, and what level of information (basic to advanced) is appropriate. Discussion of specific suggestions to improve the survey (via Google docs comments and verbal discussion). Some discussion of how information will be used, and how to clearly communicate that to survey participants in a way that does not raise concerns. Suggestion to include more “everyday” or plain language definitions of key terms (e.g., “learning outcomes assessments”).</p>	
Adjournment	The next meeting will be Wednesday January 26, 2022 at 9:00AM.	Justin made a motion to adjourn; seconded by Lori. Meeting adjourned at 9:53 AM.

Respectfully submitted by Jessica Gasiorek, Secretary
 Approved unanimously on January 25, 2022.