

Committee on Educational Effectiveness Meeting Minutes

MEETING DATE January 31, 2023

MEETING TIME 2:00 PM – 3:00 PM

LOCATION Zoom

Attendance

Members

Name	Role	Attendance
Betsy Gilliland	Senator	Present
Konia Freitas	Secretary	Present
Jessica Gasiorek	Member	Present
Justin Walguarnery	Chair	Present
Lorenzo Perillo	Member	Present
Alice Tse	Member	Present
Aimee Chung	Member	Present
Gerald Busch	Vice Chair	
Monica Stitt-Bergh	Non-voting ACSC	Present
Arby Barone	Non-voting GSO Rep	Present
Raphael Raphael	Non-voting SEC liaison	Present
VACANT	Non-voting ASUH Rep	VACANT

Guests

Name	Role	Time

Subject	Discussion/Information	Action / Strategy / Responsible Person
Call to Order		The meeting was called to order by Justin Walguarnery at 2:03pm.
Review of Minutes	1.	1. Minutes of 11/23/22 were approved.
Chair's Report	1. No business since last meeting.	
Action Items		
Guest(s)		
Committee Reports		
Unfinished Business		

New Business	<p>Monica Stitt-Bergh, ACSC -</p> <ol style="list-style-type: none"> 1. Review of process for providing feedback on submitted assessment reports - see the <i>Feedback - what, why, how</i> document (see Zoom link to discussion here). <ol style="list-style-type: none"> a. CEE provides feedback to programs who have asked for feedback on their assessment reports. b. CEE members can find all reports and explanatory materials in the MFS CEE folder, in the 2022-2023 Business folder, select Feedback to programs information. c. After review, committee members provide 1 to 3 strengths and things to consider. d. In Feedback to Program folder, see Feedback Considerations and Examples and Feedback things to look for, you can use language from past responses if they apply to your report. e. Use the template to input your feedback and save the feedback file using the program name. f. Completed feedback is saved to “Completed feedback” folder. g. Be encouraging, collegial and concise with your feedback. h. Programs receive their feedback from our committee so keep this information confidential. i. Weighting, most important thing to look for is did the program collect student work and take action on it. If there was none collected, we should encourage a direct assessment. j. CEE focus is on indicators of student learning and any actions take as a result of findings. k. Deadlines: <ol style="list-style-type: none"> i. Preliminary deadline: 2/21/23 ii. Final deadline for reviews: 2/28/2023 	
Adjournment	<p>Meeting adjourned at 3:04 pm.</p> <p>The next meeting will be 2/21/23 @ 2:00 pm.</p>	Justin moved to adjourn, it was seconded by 3:03 PM. Seconded by Betsy

Respectfully submitted by Konia Freitas

Approved unanimously on February 21, 2023.