

Committee on Educational Effectiveness Meeting Minutes

MEETING DATE March 5, 2020
 MEETING TIME 2:30 PM -3:30 PM
 LOCATION Hawaii Hall 208

Attendance

Members

Name	Role	Attendance
	<u>9 Voting members</u> (4) Non-A&S and (3) A&S	
Sen. Maile Speetjens	Chair - voting member	Present
Sen. Sandra von Doetinchem	Vice-Chair - voting member	Present
Sen. Vanessa Wong (JABSOM)	Secretary - voting member (Non-A&S)	Present
Alice Tse (SONDH)	Faculty - voting member (Non-A&S)	Present
Robert Lipske (Outreach)	Faculty - voting member (Non-A&S)	Excused
(VACANT)	Faculty - voting member (Non-A&S)	NA
Stephanie Kraft-Terry (NATSCI)	Faculty - voting member (A&S)	Present
Jessica Gasioerek (SOCSCI)	Faculty - voting member (A&S)	Present
(VACANT)	Faculty - voting member (A&S)	NA
	<u>4 Non-voting members</u>	
Katherine Burke	GSO Rep	Excused
Eugene Lao	ASUH Rep	Excused
Monica Stitt-Bergh	Assessment & Curriculum Support Center, Specialist	Present
Paul McKimmy	SEC Liaison	Present

Guests

Name	Role	Time
Atina Pascua	Director, Civic & Community Engagement	2:40-2:58
Yao Hill	Associate Specialist, Assessment and Curriculum Support Center (formerly the Assessment Office)	2:40-2:58

Subject	Discussion/Information	Action / Strategy / Responsible Person
Call to Order	1.	The meeting was called to order by Chair Speetjens at 2:33 pm .
Review of Minutes	1. The minutes of the 02/13/20 meeting will be reviewed prior to the next meeting when everyone has access to shared drive..	1. All members gain access to shared drive and review minutes prior to next meeting.
Chair's Report	1. Introduction of new member CEE member: Jessica Gasiorek (SOCSCI) Communicology	1. Introductions were made.
Action Items	1. Memo to programs with missing assessment information	1. M. Speetjens to contact Robyn Okumura <chowhoyr@hawaii.edu>, Admin Asst for Laura Lyons 2. Email draft memo to Laura Lyons
Guest(s)	1. Atina Pascua and Yao Hill - Task Force on Civic Participation, program learning assessments. Request for CEE support for follow-up inquiry of 59 programs who self-identified as having objectives that are aligned with civic engagement to determine the what, how and show outcomes; help identify appropriate practices 2. The link to the PPT presentation in the CEE drive minutes folder	1. Y. Hill to provide PPT for inclusion in CEE shared drive 2. S. Kraft-Terry moved to allow the task force to include CEE support in their communications; seconded by S. von Doetinchem, motion approved unanimously supported.
Committee Reports	1. None	
Unfinished Business	1. None.	

MĀNOA FACULTY SENATE

Business	1. Students unable to make First Thursday 2:30 - 3:30 meeting time 2. Discuss other programs that were missing info on program-level learning assessments at next meeting.	1. M. Speetjens to send doodle to determine preferred meeting time.
Adjournment	The next meeting of the CEE will be on Thursday, April 2, 2020 from 2:30 - 3:30pm.	S.vD made a motion to adjourn; seconded by A. Tse. Meeting adjourned @ 3:40pm.

Respectfully submitted by Vanessa Wong on 03/05/20

Approved unanimously on 04/06/2020