

## Committee on Educational Effectiveness Meeting Minutes

MEETING DATE      October 5, 2022  
 MEETING TIME      2:00 PM – 3:00 PM  
 LOCATION            Zoom

### Attendance

#### Members

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

#### Guests

Name	Role	Time

<b>Subject</b>	<b>Discussion/Information</b>	<b>Action / Strategy / Responsible Person</b>
<b>Call to Order</b>	1.	The meeting was called to order by SEC Liaison Raphael Raphael at 2:03 PM.
<b>Review of Minutes</b>	1.	1.
<b>Chair's Report</b>	1. Raphael Raphael presented SEC policies review including principles of building administrative and academic connections, fostering a positive campus environment, and facilitating progress on MFS issues. Raphael presented a slideshow covering CEE attendance rules, membership and resignation rules, SEC meeting schedule and procedure and rules for submitting issues for review by the SEC. SEC and CEE meetings are to be conducted in accordance with Robert's Rules of Order.	1.
<b>Action Items</b>	1. Following description of CEE officers' duties, Rafael called for nominations followed by voting via direct private message to Rafael through Zoom chat. Justin Walguarnery was nominated and elected by majority as Chair. Gerald Busch was nominated and elected by majority as Vice Chair. Konia Freitas was nominated and elected by majority as Secretary.	1.
<b>Guest(s)</b>		
<b>Committee Reports</b>	1.	1.
<b>Unfinished Business</b>		1.

<b>New Business</b>	<ol style="list-style-type: none"><li>1. Justin welcomed new officers and all new and returning CEE members. He provided a brief review of CEE objectives for the semester including advertising assessment resources and the 2022 degree program assessment report submission deadline. Next meeting will focus on distribution of assessment advertisement flyer completed at the end of the Fall 2021-Spring 2022 CEE term and coordination with UH Assessment and Curriculum Support Center (ACSC). Gerald suggested consideration of cooperation with student or faculty talent in advertising and communication on campus (e.g. Shidler College of Business).</li></ol>	<p>Justin will distribute meeting availability schedule via email to determine final October and November meeting times.</p> <p>All CEE members should contact Justin with any suggested additions to meeting agendas.</p>
<b>Adjournment</b>	<p>Meeting adjourned at 2:46PM.</p> <p>The next meeting will be scheduled for the last week of October 2022 following an availability survey.</p>	<p>Justin made a motion to adjourn; seconded by Gerald.</p>

Respectfully submitted by Justin Walguarnery

Approved unanimously on October 24, 2022.