

Committee on Educational Effectiveness Meeting Minutes

MEETING DATE February, 23 2024
MEETING TIME 3:00 PM – 4:00 PM
LOCATION Zoom

Attendance

Members

Name	Role	Attendance
Rosemarie Woodruff	Senator	Present
Justin Walguarnery	Chair	Present
Jessica Gasiorek	Vice Chair	Present
Aimee Chung	Secretary	Present
Lorenzo Perillo	Member	
Alice Tse	Member	
VACANT non-A&S	Member	
VACANT non-A&S	Member	
Yao Hill	Non-voting ACSC	Present
Arby Barone	Non-voting GSO Rep	Present
Raphael Raphael	Non-voting SEC liaison	Present
VACANT	Non-voting ASUH Rep	

Guests

Name	Role	Time
NA		

Subject	Discussion/Information	Action / Strategy / Responsible Person
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Call to Order		The meeting was called to order by Justin Walguarnery at 3:09 PM
Review of Minutes	1. CEE Minutes Jan. 26 2024	1. CEE Minutes Jan. 26 2024 reviewed and approved
Chair's Report	NA	
Action Items		
Guest(s)		
Committee Reports	NA	
Unfinished Business	1. Procedure for providing/posting feedback on submitted assessment reports <ul style="list-style-type: none"> - Advantages: provides transparency - Disadvantages: should not post publicly if programs were not informed that feedback would be posted publicly at the time feedback was collected. - Decision: past feedback will not be posted publicly. - Moving forward: if we mandate feedback it can be linked automatically on the website. - Question: Could each program have their own folder that is shared with the respective assessment coordinator? 	<ul style="list-style-type: none"> - Yao will follow up with IT and possibilities

<p>New Business</p>	<p>1. Assessment and Curriculum Support Center initiative to form Culturally-responsive and Equity-minded Assessment (CEA) Hui.</p> <ul style="list-style-type: none"> - Mānoa could serve as the leader in this effort. - Proposal: create Culturally-responsive and Equity-minded Assessment (CEA) Hui. - Review CEA description (see Google Site) & decide if CEE wants to be a supporting unit. - Incentives: provide with an evaluation book and conference attendance (e.g. CREA). Each member will be represented on the CEA site. - This would be a good opportunity for CEE to connect faculty to other efforts - See CEA Planning Doc - CEA supporting members should have experience with program level assessment. e.g. How do we define learning outcomes? How do we assess them? - Other possible supporting units: OVPAE (academic affairs), Native Hawaiian Place of Learning Advancement Office <p>2. Programs that have not reported on assessment to receive direct assistance: List of programs has been converted to table categorized by reason for not reporting (e.g. new program) Table of Programs</p> <ul style="list-style-type: none"> - Memo to be written by CEE through which to contact noncompliant programs to offer assistance in preparing 2024 assessment reports. - A previous 2020 CEE Memo to Noncompliant Programs can be considered. - CEE members follow up with assigned programs in regard to assessment <p>3. CEE vacancies</p> <ul style="list-style-type: none"> - Justin will follow up. 	<p>1. Yao will follow up with possible supporting members of CEA.</p> <p>2. Noncompliant programs</p> <ul style="list-style-type: none"> a. Revise 2020 memo. Offer support, less focus on accreditation. b. Send out sooner than the end of the semester. Send out from CEE alone. c. Justin will start revised letter and send link to CEE
<p>Adjournment</p>	<p>Meeting adjourned at 3:58 PM</p> <p>The next meeting will be April 26, 2024, 3:00 - 4:00 PM</p>	<p>Justin moved to adjourn at 3:58 PM</p> <p>Seconded by Raphael Raphael</p>

Respectfully submitted by **Aimee Chung**

Approved unanimously on April 26, 2024