**COMMITTEE ON EDUCATIONAL EFFECTIVENESS**

**Meeting Minutes**

**Meeting Date:** September 18, 2017 **11:00 AM to 12:00 Noon**

**Location:** Hawaii Hall 208

**Attendance:** [P = Present; A = Absent; E = Excused]

| **MEMBERS** | | **MEMBERS** | | **MEMBERS** | | **GUESTS** | **TIME** |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Jackie Ng-Osorio | E | Mandy Westfall-Senda | E | Leticia Pagkalinawan | P | None |  |
| William Chapman | E | Hui-Ya Chuang | P | Christine Sorensen Irvine -SEC liaison | P |  |  |
| Amy Brown | P |  |  | Yao Hill | E |  |  |
| Konia Freitas | E |  |  | Monica Stitt-Bergh | P |  |  |
| Thomas Conway | P |  | P | John Kinder, Staff | P |  |  |

| **SUBJECT** | **DISCUSSION / INFORMATION** | **ACTION / STRATEGY / RESPONSIBLE PERSON** |
| --- | --- | --- |
| **CALL TO ORDER** |  | Meeting was called to order by Chair Sorensen Irvine at 11:00 AM |
| **REVIEW OF MINUTES** | 1. None |  |
| **CHAIRS REPORT** | 1. Aloha and Welcome | 1. Introductions |
| **UNFINISHED BUSINESS** | 1. None | 1. None |
| **BUSINESS** | 1. Committee on Educational Effectiveness (CEE) Kick-off presentation 2. Election of CEE Officers    1. Chair    2. Vice Chair    3. Secretary 3. Approving CEE meeting schedule for the 2017-18 AY | 1. Reviewed and discussed.   **2. a.** Motion by A. Brown to nominate Thomas Conway as Chair; seconded by H. Chuang. Approved unanimously.  **2. b**. Motion by T. Conway to nominate Amy Brown as Vice Chair; seconded by H. Chuang Approved unanimously.       **2. c.** Motion by T. Conway; seconded by A. Brown to rotate CEE members as Secretary. Approved unanimously.   1. Action deferred. Chair Conway to prepare meeting doodle poll. |
| **ADJOURNMENT** | Our next CEE meeting will be on October 4, 2017 in Hawaii Hall 208 from 2:00 PM - 3:00 AM. | * Motion to adjourn by T. Conway; seconded by A. Brown. Passed unanimously. Meeting adjourned at 12:01 Noon. |

Respectfully submitted by John Kinder, Secretary.

Approved on October 4, 2017 with all votes in favor of approval.