**COMMITTEE ON EDUCATIONAL EFFECTIVENESS**

**Meeting Minutes**

**Meeting Date:** February 22, 2018 **1:00 PM to 2:00 PM**

**Location:** Hawaii Hall 208

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

| **MEMBERS** | | **MEMBERS** | | **MEMBERS** | | **GUESTS** | **TIME** |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Jacqueline Ng-Osorio | P |  |  | Katherine Burke, GSO Rep | P | None |  |
| Bill Chapman | E | Leticia Pagkalinawan | A | Hui-ya Chuang | E |  |  |
| Amy Brown, Vice-Chair | P | Yao Hill, Ex-officio | P | Mandy Westfall-Senda | P |  |  |
| Konia Freitas | P | Monica Stitt-Bergh, Ex-officio | P | Stephanie Kraft-Terry | E |  |  |
| Thomas Conway, Chair | P | Christine Sorensen Irvine, SEC liaison | P | John Kinder, Staff | P |  |  |

| **SUBJECT** | **DISCUSSION / INFORMATION** | **ACTION / STRATEGY / RESPONSIBLE PERSON** |
| --- | --- | --- |
| **CALL TO ORDER** |  | Meeting was called to order by Chair Conway at 1:04 PM |
| **REVIEW OF MINUTES** | 1. The minutes of the January 25, 2017 had been circulated electronically for comments. | Motion by Konia to approve the January 25, 2018 minutes; seconded by Jackie.  Approved unanimously. |
| **CHAIRS REPORT** | 1. None |  |
| **UNFINISHED BUSINESS** | 1. None | 1. None |
| **BUSINESS** | 1. Review of Bylaws 2. Contact GEC for meeting (March 2) | 1. Unanimously approved. 2. Forward to SEC by March 9th for March MFS meeting. |
| **ADJOURNMENT** | Our next CEE meeting will be on March 15, 2018 in Hawaii Hall 208 from 1:00 PM - 2:00 PM. | * Motion to adjourn by Mandy; seconded by Amy. Passed unanimously.  Meeting adjourned at 1:47 PM. |

Respectfully submitted by Thomas Conway, Chair.

Approved on April 19, 2018 with all votes in favor of approval and 0 against.