**COMMITTEE ON EDUCATIONAL EFFECTIVENESS**

**Meeting Minutes**

**Meeting Date:** April 19, 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 | E | None |  |
| Bill Chapman | P | Leticia Pagkalinawan | E | Hui-ya Chuang | P |  |  |
| Amy Brown, Vice-Chair, via Polycom | P | Yao Hill, Ex-officio | P | Mandy Westfall-Senda | P |  |  |
| Konia Freitas | E | Monica Stitt-Bergh, Ex-officio | P | Stephanie Kraft-Terry | P |  |  |
| Thomas Conway, Chair | P | Christine Sorensen Irvine, SEC liaison | E | John Kinder, Staff | P |  |  |

| **SUBJECT** | **DISCUSSION / INFORMATION** | **ACTION / STRATEGY / RESPONSIBLE PERSON** |
| --- | --- | --- |
| **CALL TO ORDER** |  | Meeting was called to order by Chair Conway at 1:07 PM |
| **REVIEW OF MINUTES** | 1. The minutes of the February 22, 2018 had been circulated electronically for comments. | Motion by S. Kraft-Terry to approve the February 22, 2018 minutes; seconded by J. Ng-Osorio.  Approved unanimously. |
| **CHAIRS REPORT** | 1. ByLaws passed the Manoa Senate. |  |
| **UNFINISHED BUSINESS** | 1. How to use WASC results - Locus of responsibility?    1. Partner with GEC and/or CAPP    2. Monica & Yao to present results to CEE    3. CEE is willing to consider playing a role in use; CEE could prioritize 1-2 learning areas to tackle    4. Form faculty (study) groups who will work on learning areas as needed    5. VCAA implement recommended changes from the faculty 2. Given revised bylaws, who will be on the CEE in fall 2018?    1. Stephanie--year 1 **A&S** NS    2. Jackie--year 1 [senator] non-A&S    3. Bill--year 1[senator] **A&S** AH    4. Tom--year 1 [senator] non-A&S    5. Amy--year 1 non-A&S    6. Konia--year 1 [senator] non-A&S    7. Hui-ya--year 3 LLL    8. Leticia--year 3 LLL    9. Mandy--year 3 [senator] non-A&S   **Needed for 2018 fall: one A&S; one non-A&S**  Monica to send the assessment coordinators and faculty who completed the assessment leadership institute for CEE to consider as candidate | 1. Organize event for discussing results among faculty. 2. Yao & Monica will share the WASC report with CEE members. |
| **BUSINESS** | 1. None. |  |
| **ADJOURNMENT** | Our next CEE meeting will be on May 10, 2018 in Hawaii Hall 208 from 1:00 PM - 2:00 PM. | * Motion to adjourn by Bill; seconded by Jackie.  Passed unanimously.  Meeting adjourned at 1:49 PM. |

Respectfully submitted by Thomas Conway, Chair.

Approved on May XX, 2018 with all votes in favor of approval and X against.