**COMMITTEE ON EDUCATIONAL EFFECTIVENESS**

**Meeting Minutes**

**Meeting Date:** May 10, 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 via polycom | P | None |  |
| Bill Chapman | E | Leticia Pagkalinawan | P | Hui-ya Chuang | P |  |  |
| Amy Brown, Vice-Chair, via Polycom | P | Yao Hill, Ex-officio | P | Mandy Westfall-Senda | E |  |  |
| Konia Freitas | E | Monica Stitt-Bergh, Ex-officio | P | Stephanie Kraft-Terry | P |  |  |
| 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 1:06 PM |
| **REVIEW OF MINUTES** | 1. The minutes of the April 19, 2018 had been circulated electronically for comments. | Motion by Hui-ya to approve the April 19, 2018 minutes; seconded by Stephanie.  Approved unanimously. |
| **CHAIRS REPORT** | 1. Final report is out for review. 2. Recruit new members, contact John. Remaining on committee in fall 2018:    1. Stephanie-- in year 1 A&S NS    2. Jackie--in year 1 [senator] non-A&S    3. Bill--in year 1[senator] A&S AH    4. Tom--in year 1 [senator] non-A&S    5. Amy--in year 1 non-A&S    6. Konia--in year 1 [senator] non-A&S   Leaving committee: Hui-Ya, Leticia, Mandy |  |
| **UNFINISHED BUSINESS** |  | 1. Organize event for discussing results among faculty. 2. Yao & Monica will share the WASC report with CEE members. |
| **BUSINESS** | 1. Undergraduate Student Learning Achievement and Student Perceptions: General Education and Institutional Learning Objectives (Stitt-Bergh and Hill)   Focus questions:   1. Which General Education/Institutional Learning Objective had the **lowest student learning achievement?** 2. Which of the results **surprised you**?   Discussion about lower performance areas: quantitative reasoning, ethical reasoning, critical thinking. All below 50% of students exhibiting adequate performance. Information literacy was 51% for juniors and seniors.  Discussion of writing scores and what level on rubric is minimum. Two scorers - one could score 2 and one 3 and would meet minimum. Two sets of data scored - one by faculty from other states and one by Manoa faculty and scores very similar.  Exercise: Brainstorm how CEE can help use ILO assessment results. Traffic signal cards to express thoughts about the idea presented.  Ideas:   1. UHM FS can post results in the Public Archive so others can see them (make results transparent and public) [5 green; 2 yellow because unsure whether admin would want us to post publicly without the context provided; results may be misused; however, no action may be taken if not made public; include baseline data and actions taken to show improvement; include context] 2. Hold a public forum to share (some) results to engage faculty and students about what can be done to improve [all green]; townhall meeting 3. Recommend to GEC that they require all faculty (part-time, lecturers too) who teach GE Focus courses to attend 1-2 training workshops. [6 green; 3 yellow because workload issues per UHPA; some lecturers are assigned last minute and could not attend before classes start; likely decrease faculty willingness to teach Focus courses] 4. Locate exemplars and have them be mentors to other departments [10 green] 5. Form a committee on whether there are holes in the GE curriculum on areas we are performing below 50% and that’s causing low achievement scores--are we providing sufficient learning opportunities to students? [9 green; 1 yellow because it’s too time consuming to examine curriculum in that much detail] 6. Have a competition for departments that best use their assessment results 7. Provide incentives for an entire department to work with the assessment office for a duration 8. How are other institutions doing things in their curriculum that are effective? 9. Hold a department or college meeting to discuss results (instead of entire campus) [green; 1 yellow because of the effectiveness of meetings--perhaps use online anonymous format to get more participation and honesty] 10. Data should be made public and new hires are not aware of student needs 11. Send results to the department chairs and discussed at the department meeting and work to improve the department curriculum. Follow-up with a survey afterwards. Ask department chair to report back on what the result was at the meeting. [all green] |  |
| **ADJOURNMENT** | The next CEE meeting will be next AY. | * Motion to adjourn by Hui-Ya; seconded by Amy.  Passed unanimously.  Meeting adjourned at 2:07 PM. |

Respectfully submitted by Thomas Conway, Chair.

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