Self-Evaluation Steering Committee Meeting Minutes
March 2, 2012
2:30 – 3:30
Manono Conf, Room 6A

Present: Sherri Fujita, Annie Maeda, Monica Burnett, Kate Sims(ALO, recorder), Mike Saito, Joni Onishi, Gwen Kimura(co-chair), Joel Tanabe (co-chair), Shawn Flood.

Gwen convened the meeting at 2:30 p.m.

1. Minutes of February 3rd, 2012 were unanimously approved with the friendly amendment of correcting the spelling of William Affonso’s name.

2. Update on draft edits, references, and revision of timeline: the editors are working on the Self Evaluation Report; they are moving through the 70 page introduction and are into Standard I. We are on schedule. Jeanne is making the prose more readable, less repetitious, Ellen is dealing with the references, and Caroline is focusing on grammar. All seems to be going well.

3. Assessment of Non-instructional WILD Day – March 2, 2012:

   Shawn said people seemed to have a good time. There was good dialogue in the groups. Sherri said that what happened in her group was “really wonderful.” We had good attendance (90 people signed up and close to 80 attended). There were many things going on. We achieved our objectives for those people who came.

   In the future, we might want to encourage departments and units to practice these questions, with the bullets and notes to help them.

4. Announcements, Questions, and Concerns

   Monica announced that the Hawaiian Language Committee has translated the ILOs, Mission, and Vision into Hawaiian. The posters will be ready soon and will be printed up (100 copies?).

   Joni has reserved Conf. rooms 6A & 6B (Oct. 16-18) for the Team to use as their meeting and conference rooms. Sandy has booked rooms at the Hilo Hawaiian.

   Thanks to everyone for their hard work.

Meeting was adjourned at 3:30 p.m.