IEC Meeting  
February 27, 2013  
Kuhina 115

Present: Paul Nash, Ellen Ishida-Babineau, Jan Lubin (non-voting), Kay Beach, Letty Colmenares, Peggy Regentine, Libby Young, Inge White, Frank Palacat, Tara Severns, Nalani Kaun

Excused: Doug Dykstra (non-voting), Richard Fulton (non-voting), Kathleen French (non-voting), Mariko Kershaw, Ardis Eschenberg (non-voting), Toshi Ikagawa, Ann Lemke, student representative

The plan for Excellence in Education Day was discussed and questions answered. This would be open to all Faculty and Staff.

8:30-9:00 Coffee and Continental Breakfast (fruit and pastries)  
9:00-9:05 Introduction - Doug  
9:05-9:15 Introduction of Day– Ellen  
9:15-10:15 Communication Activity: Choosing Top 5 Department Priorities in Small Groups  
10:15-10:30 Break and Tally  
10:30-11:15 Communication Activity: Walk Around with Stars: Picking two highest Priorities  
11:15-11:30: Break and Tally  
11:30-12:00 Communication Activity: Who, What, When for Top 3 Priorities from Walk Around Activity

Each of the activities was described in detail and IEC members posed questions and asked for clarification of Department Chairs responsibilities. Department Chairs were to help establish the groups in the first activity. They were to try to make sure that no one from the same department sat at the same table, and that there were no more than 5 people per table.

Meeting adjourned at 3:00 p.m. The next meeting will take place on March 6, 2013, in Alakai Room 118 from 1:30 – 3:00.