

**CAPP Committee
Meeting Minutes**

MEETING DATE: December 7, 2021 3:00 PM - 4:30 PM
LOCATION: Zoom
ATTENDANCE: [P = Present; A = Absent; E = Excused]

MEMBERS		MEMBERS		GUESTS	TIME
Edo Biagioni	P	Siobhán Ní Dhonacha	E		
Michael Cooney	P				
Patsy Fujimoto	P	Anna Stirr	P		
Hannah Manshel	P	Jean Thoulag	P		
Jon Matsuda	P				
Ashley Maynard	P	Kim Binsted 3:07	P		

Subject	Discussion/Information	Action / Strategy / Responsible Person
Call to Order	Chair called the meeting to order at 3:00 PM.	
Review of Minutes	Minutes of Nov. 23, 2021 were reviewed. Motion to adopt by Michael and seconded by Hannah.	1. Minutes of Nov 23, 2021 were approved.
Chair's Report	1. A letter shared from the SEC asks for feedback on the Gen Ed Redesign proposal to be sent to CAPP. CAPP is not just a clearinghouse. CAPP plans to take comments and integrate them.	1.
SEC Report	<ol style="list-style-type: none"> Gen Ed proposal was discussed at the last SEC meeting and especially about the Town Hall. <ul style="list-style-type: none"> Comment made that there is no organization for notetaking of the comments, etc. of the Town Hall. Commentary on "articulation" is the problem underlying some desired changes. Questions were raised about next year's committee selection process? No answers yet. Town Halls are not official consultations; nevertheless, the input should be documented and shared. Christine Beaulé is currently leading. Some think this should not be turned over to Debra Halbert to lead. Provost's request/requires that any course not online in 2019 but intended for in Fall 2022 needs approval from his office. Is this keeping scheduling and modality. Modality should be based on the needs of the students and input from faculty. If online courses are going to be robust, there needs to be 	2. Yes, CAPP will consider taking this up. Chair says she will also take it up at the December meeting of the UHPA-UH group established to address this matter.

	<p>strong institutional support. Does CAPP want to take up this issue?</p> <p>Discussion: One CAPP member reports his experience that the needs of students for different modalities are “all over the map”. One advantage in addressing variable needs is the flexibility of having the Lulima site, live classes, and hybrid classes. It shouldn’t be just one way or the other.</p>	
Guests	1. None	
Committee Reports	1. None	
Old Business	<p>1. Discussion of CAPP schedule for spring semester For the time being, members present agreed to Fridays 9:30 1st and 4th of the month. Chair will send out a poll.</p> <p>2. Initial discussion of Gen Ed Redesign proposal and CAPP process (timing and other issues) for facilitating senate action.</p> <p>a. Timing of input from other committees. Please see the draft letter and google form for input.</p> <p>Members provided feedback on Google form. Michael suggested Pasty align the comments from the Google Form sections. The suggestion was made to other committees that they follow the CAPP model to have comments sent to just one person in the other committees to encourage candid feedback.</p> <p>One other comment was the Google form may be too long and suggests 3 higher-order questions be used. Alternatively, CAPP could send out the current list of comments and have members add questions to anywhere in the document. We want other committees to submit a response from their respective committees.</p> <p>If the Google Form could follow the response categories, that would be helpful. CAPP chair will add more subordinate</p>	

	<p>headers to the Google form to better align with the Table of Contents document: Guiding Principles.</p> <p>Section 2 doesn't need to be so granular, Proposed structure to be one big header.</p> <p>CAPP would want the other committee's overall comments and general response.</p> <p>Chair's Draft Letter: The chair reported there was resistance to the timeline. Suggest made that Feedback/input" be changed to "Guidelines". The chair also will change the deadline to February 15 for comments/input to CAPP. There is a need to make it clear in the letter that all sections do not need to be completed.</p> <p>Letter and form will be distributed through the Council of Chairs listserv.</p> <p>A CAPP member noted that the committee did include a student. However, it was noted later in the meeting that the student resigned from the committee.</p> <p>CAPP would like to invite the members of the committee reps from Manoa that resigned to meet with us for their feedback.</p> <p>Our Campus /CAPP needs to represent Manoa specifically.</p> <p>b. Informal report from members who attended the 12/3/21 Town Hall about the Gen Ed proposal.</p> <p>Patsy attended and reports 65 people in attendance; lots of questions were asked. There is no formal implementation plan at this time. Implementation will go to a separate team to be appointed at a later time. The "revision will not be system-wide; each campus will make their revisions and pass it through their senates." Do the different campus Senate decisions have to be unanimous? There was no definite answer to this question at this time.</p> <p>Other comments:</p> <ul style="list-style-type: none"> • The "UH System" office doesn't have students so why is the system leading this? • There is the sense of "top-down", which is inappropriate. • Confusion of the "Kahua" and distinctions between courses or requirements. Is "Kahua" a category for courses to be fit into? • A student representative in the Town Hall group suggested there is a need to talk to students about how to make the system easier to navigate. • "System should not be involved in the curriculum." <p>c. Remaining Town Halls and CAPP representatives:</p> <p>12/13-Michael; 1/6/22- Ashley; and 1/26/22- Siobhan.</p>	
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	<p>d. Discussion of the process to consider Gen Ed Redesign Proposal</p> <p>Suggested CAPP to host a “Manoa Only” Town Hall. Do we do this in collaboration with the Gen Ed Committee? We will consider this and a design for an effective approach considering relationships and long-term outcomes. Suggestions for the Manoa Only Town Hall: Moderator: CAPP Chair, Panelists: Betsy G, 1-2 from the design group who are willing to help. Town Hall around the week of Feb 7th (Betsy, Ashley, a couple of Manoa design team members). Ashley will write up a proposal.</p> <p>Patsy is seeing common threads in the feedback she is getting. She is asking if there is a need/desire to boil it down to a couple of questions per section. We believe feedback goes to the design team.</p> <p>6. EP 5.207. Emeritus policy. This was previously assigned to CAPP and CPM, so CAPP may take it up if we choose. Postponed for further discussion.</p>	
New Business	<p>1. Issue of "probation" appearing on graduate transcripts for students earning masters or doctoral degrees under some probation conditions. Motion: CAPP recommends eliminating “Probation” from graduate transcripts for students earning masters or doctoral degrees under some probation conditions. Moved by Michael, seconded by Anna, all in favor. The chair will contact appropriate people with recommendations.</p>	1.
Adjournment	<p>1. Next meeting is January 28 at 9:30 am. 2. Spring Semester meetings tentatively set for 1st and 4th Friday of the month at 9:30 am.</p>	Meeting adjourned at 4:30 pm

Respectfully submitted by Jean Thoulag, CAPP Secretary

Approved on Jan. 28, 2022, 5 aye, 0 nay, 1 abstain