

**CAPP Committee
Meeting Minutes**

MEETING DATE: January 28, 2022 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	P		
Michael Cooney	A	Kaliko Baker	E		
Patsy Fujimoto	E	Anna Stirr	A		
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 9:33 am.	
Review of Minutes	Minutes of Dec. 07, 2021, were reviewed. Motion to adopt by Hannah and seconded by Jon.	1. Minutes of Dec 7, 2021, were approved. 5 aye, 0 nays, 1 abstain,
Chair's Report	<p>1. Request to get feedback on Gen Ed Redesign proposal from senate committees using the form created.</p> <p>On Dec 15, CAPP chair received an email from the chair of GEC. They will send their feedback by Feb 15. CAPP chair shared the GEC email shared about their position to use the spring semester to gather feedback and prepare a report. Not GEC's prerogative to make decisions on programs but rather CAPP's.</p> <p>There is a necessity to start to collaborate with them. Chair suggests asking if CAPP would like to ask GEC to cosponsor the Town Meeting. Additionally, Chair added that if CAPP got GEC's report at end of the semester, there is not enough time to integrate that into CAPP's process and product.</p> <p>GEC seems to be using a similar process as CAPP, but not the same timeline. How can we work together and still meet each committee's goals?</p> <p>2. Feedback on RP and EP's was forwarded. Awaiting discussion/follow-up with Debra Halbert.</p> <p>3. Recommendation to remove "Probation" on transcripts of graduates.</p> <p>Chair forwarded CAPP's comment/concern/recommendation to Julie Maeda. Some clarification was provided. Probation</p>	<p>1. Chair will reach out to Betsy G., chair of Gen Ed Cmte., to discuss our plans, theirs, and potential points of collaboration, info sharing, etc.</p> <p>2. No action.</p> <p>3. No action.</p> <p>4. The chair asked SEC liaison to push hard to have the Laulima published the first day of classes and if needed faculty can unpublish until they are ready.</p> <p>5. CAPP SEC liaison will take concerns (9-month faculty issues) about telework policy back to the SEC and push harder for more clarification.</p> <p>6. Grad Council rep asked to announce to CAPP when the official GEC meeting notes are available, if possible.</p>

	<p>2 kinds, grades, lack of progress in the program. Timeline for degree completion may be extended but the probation is left. Part of the issue is the combining time for master's and Ph.D.</p> <p>4. Early publication of the Laulima site for classes before classes officially start.</p> <p>Ashley spoke to Hae Okimoto. This is causing problems and confusion. Particularly if a student checks and grabs a draft of the syllabus which gets changed and the student doesn't have the updated one and misses assignments, exams, etc. E-mail questions- why is the admin in charge of when the syllabus gets published?</p> <p>We need to figure out how to solve this. The topic was raised early last semester. We did not get answers but did notice Laulima indicated sites would be published the Wednesday before classes started. But this is not ideal. Additionally, when things get unpublished by IT at the end of the semester, this also has problems, particularly for students who take incompletes.</p> <p>The SEC minutes contained a note of thanks to the provost for setting the date. However, the IT people still published early.</p> <p>Has anybody asked or been told why this is the situation that IT decides to decide a timeline for publishing Laulima courses?</p> <p>Kim commented that the admin was asked about this but there has been no definitive response other than the change in publication date.</p> <p>CAPP chair encouraged SEC to push hard to have the Laulima published the first day of classes and if needed faculty can unpublish until they are ready.</p>	
SEC Report	<p>1. No new issues to refer to CAPP. SEC observes that CAPP will be occupied with GE Redesign review. Most matters before SEC are admin matters and not primarily CAPP-related.</p> <p>2. Meeting with Lassner (SEC liaison left halfway through due to conflict). A lot of discussion about College of Engineering vote of no confidence for their Dean (87% of those voting supported this, and there is pressure for action on this. COE asked SEC to act on this although Lassner wasn't sure this was the right pathway.</p> <p>Question: Was there a strong sense of why this is the situation? SEC Liaison responded by noting that the COE resolution provides details of the issues. The link to the COE no-confidence resolution was shared:</p>	<p>5. Please talk to UHPA if you have issues with approvals for telework or if you have suggestions or questions about the telework policy.</p> <p>7. Can the campus use CARES money to buy N95 masks, particularly for those who must be on campus or who felt coerced into being on campus? Faculty may want to write to UHPA with questions about the return to in-person activity.</p>

<https://drive.google.com/drive/u/1/folders/1JTnSUy3VrwZAp0mcTCz6CUwZ1er8O6Hp>

3. Football coach situation- June Jones going public with criticism of UH was discussed. How come a university can hire a coach quickly but takes years to hire faculty?

There is a mechanism to hire coaching staff rapidly.

Comment: The underlying issue of football is seemingly a higher priority than academics!

4. The pre-tax parking benefit program is back. It's not clear how much of a benefit it is, i.e., whether it covers a part of, or the whole amount.

5. Telework policy seems not designed for 9-month faculty.

6. Response to SCR 201 will be submitted this week and published. Report on follow-up from the PIG.

Discussion; The notes on telework policy seem limited.

There is confusion and concern about the transparency of the policy, lack of clarity, what implications for 9-month faculty Does SEC have a role in this? CAPP liaison will take these concerns back to the SEC and push harder for more clarification.

7. COVID- lack of confidence with the return to campus.

What is the backup plan if COVID increases? Will Lassner provide a more high-quality mask?

Comment: In telling the BOR that "the federal government will provide masks and tests" Lassner leaves out the details and misleads: The federal government will provide 4 tests per mailing address and 3 masks per person, which certainly won't last the semester.

Lots of discussions:

Messages that faculty need to see/know should be disseminated to all faculty and not left to trickle down from department chairs, etc. Need a better system.

Bruno said the faculty had a choice to change to online instruction for the spring, but this is not true; many felt coerced and many felt they did not have a choice.

Fantastical thinking that the campus is a "safe place" with COVID counts high. What is the University's liability? The observation is that there is a lack of intervention and preventive measures.

What role can be talked about in terms of worker safety?

UV-C light and HEPA filtration installed in some buildings but admin not sharing which buildings.

What is the university doing in good faith?

8. CAPP discussed that the MFS minutes were not thorough and that a person could have written those

	minutes without having been there. We would like more thorough minutes, though a transcript is not necessary.	
Guests	1. None	
Committee Reports	1. None	
Old Business	<p>1. SEC PIG Report. Taskforce. Maynard wrote a response as an individual.</p> <p>2. The question around “Course-Based Mandate” by Feb There is confusion around if this is absolutely mandated 100%? Is there any news around this? Advanced topics and research courses can still be instructor-based. You should check. Earlier this year, CAPP’s discussed but did not take a position or want to argue or put a stop. Rather, CAPP wanted departments to handle this. There remain questions about how this will impact individual faculty and their academic freedom. CAPP will continue to monitor.</p> <p>3. Grad Council Rep Report. (Edo B.) CAPP was interested in grad council minutes.</p> <p>January 25th meeting- considered 4 architecture course proposals; approved a course that has minor changes at this stage following from revisions and making sure the changes were completed. Considered 4 program proposals under review. Three were BA-MA (BAM) Anthropology; Sociology; and Sustainability, Geography, and Environment. Non-controversial, went through with minor changes. Sustainability originally was allowing too many courses that could be double-counted. Could double-count 1 undergrad course and 2 grad courses. Programs have some flexibility in which courses may be double-counted, up to a maximum of five.</p> <p>The fourth was a Master in Education and School Counseling- Edo was lead for the review. None of the reviewers were satisfied with the proposal. The previous program had lost accreditation although some said that it had been withdrawn. Concerns were raised about the program getting accredited in the future. The proposal claimed no resources need; yet faculty positions are needed. The program would also be</p>	<p>1. See draft report on Debra Halbert webpage.</p> <p>2. Contact Vicky Keo or Lisa at GEO. You can put in a request for 3-5 years.</p> <p>3. Grad Council minutes are available at https://manoa.hawaii.edu/graduate/graduate-council/</p> <p>4. CAPP chair to reach out to GEC chair for a conversation about next steps.</p>

	<p>offered through the Outreach College. Noted that Chaminade has a Counseling program.</p> <p>Chair asks if Grad Council could announce to CAPP when the official GC meeting notes are available.</p> <p>There's a need for CAPP and GC to create more awareness of the process used to review and recommend when presenting resolutions to MFS.</p> <p>Edo comments Grad Council is not a Senate committee nor elected, but it has more than 90% faculty.</p> <p>Jon commented: Undergraduate tuition at Outreach is complicated. Graduate tuition via Outreach College is often cheaper since there are fewer fees.</p> <p>Question- For BAM's are bachelor programs already approved? Yes.</p> <p>4. Reports of members who attended Town Hall Meetings</p> <p>There was discussion/clarification around the Kāhua classes. This is not a new subject area but it could be. Current courses can be part of Kāhua. In the narrative, it is unclear whether existing classes can be applied or the campus can create new ones; both are possible under the described system.</p> <p>CAPP member commented that the UH system is pushing a Gen Ed blowup to solve articulation issues. Another said that Kāhua and the capacities are designed to get rid of Diversification.</p> <p>Chair suggested CAPP keep our eye on the articulation issues.</p> <p>Other CAPP member's comments: Christine Beaulé gave a big pat on the back because everything is driven by the flagship and lauding the "all coming together" model. Not addressed that the majority of the campuses are not 4-year degree-granting institutions.</p> <p>What were they planning on adding in for front-end loading to effectively implement? Questions were raised about UHM not being well presented on the GE Redesign group. How do we resource, specifically, Native Hawaiian specialty knowledge? Who could be approved and what is onboarding for this? Are there enough stakeholders represented on the Redesign committee? No one seems to have heard the real reason why the GE revision is needed. Is it really about articulation issues?</p> <p>Ashley shared that she heard that D. Halbert said there will be more Town Halls to address some of the questions being raised. A member expressed concern that we don't know what the problem is that we are trying to solve.</p>	
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	<p>Siobhán mentioned that she served with the group that attempted previously to assess and possibly revise Gen Ed. She referred to a previous review report and will post a link. She noted that elements in the review still have not been addressed. Some things are similar, It might have been helpful to start with those review findings and build from there.</p> <p>Implementation plans are not clear.</p> <p>The plan would be better if more understanding of integration/addressing the “Hawaiian Place of Learning” and placed-based education.</p> <p>The perspective is that this is a proposal to initiate the discussion and it’s not set in stone.</p> <p>GE Redesign committee membership: several members resigned although this could be due to factors such as workload and prior commitment rather than dissatisfaction. It’s hard to interpret without any information.</p> <p>Chair asked if she should reach out to Betsy G., chair of GEC group, to discuss our plans, theirs, and potential points of collaboration, info sharing, etc. CAPP members agreed to have CAPP chair do this.</p>	
New Business		1.
Adjournment	<ol style="list-style-type: none"> 1. The next meeting is on Feb 4 at 9:30 am. 2. Spring Semester meetings were tentatively set for the 1st and 4th Friday of the month at 9:30 am. However, there is a conflict for one member so will revisit this at the next meeting. 	Meeting adjourned at 11:02

Respectfully submitted by Jean Thoulag, CAPP Secretary

Approved on Jan. 28, 2022, 7 aye, 0 nays, 0 abstain,