

**CAPP Committee
Meeting Minutes**

MEETING DATE: November 4th, 2022 1:00 - 2:30 PM

LOCATION: Zoom

ATTENDANCE: [P = Present; A = Absent; E = Excused]

MEMBERS		MEMBERS		GUESTS	TIME
Edo Biagioni	P	Siobhán Ní Dhonacha	P	Lance Uyeda WCC	
Kathy Ferguson	P	Brian Richardson	P		
Patsy Fujimoto	P	Ku‘ulei Salzer-Vitale	E		
Hannah Manshel	E				
Jon Matsuda	E				
Ashley Maynard	P	Raphael Raphael	P		

Subject	Discussion/Information	Action / Strategy / Responsible Person
Call to Order	CAPP Chair Maynard called the meeting to order at 1:00 PM.	
Review of Minutes	Minutes of the October 28th, 2022 meeting were discussed as circulated. Motion Kathy; Second Patsy.	2 abstentions, 5 approved.
Chair’s Report	<p>ICSP The ICSP action items and word change were approved as a result of outreach from Nandita Sharma and others working with the CSS and CALL deans and others. The Task Force can now be formed, and move forward. The hope is that student recruitment can begin in the Winter/Spring for Fall 2023.</p> <p>UHMFS Related Discussion of Senate Committee protocol in terms of UHMFS CEE, CAB, & GEC Committee input re MFS process for the Revised Proposal for a General Education Baseline Curriculum. CAPP is the lead committee for the MFS and welcomes all input related to the Proposal.</p> <p>Hiring Search Process Related Chair Maynard was in communication with the UHM Provost re: UHM positions available. Current position recruitments were cited as 117 AY 22-23 vrs. 58 AY 21-22, which is a positive trend. There was an invitation for further dialogue regarding changes to the review process of shortlisted candidates. Further communication is anticipated.</p>	

SEC Report	<p>The SEC CAPP Liaison noted that there was no major action to report.</p> <p>SEC Liaison raised the hiring search process in the SEC session, and it was noted that CAPP could invite the UHM Provost to a CAPP meeting to discuss this issue.</p> <p>Additionally, the SEC hosted two visitors.</p> <p>1. Nikki Chun (previously at CalTech, and is now UHM VP of Enrollment Management)</p> <p>First year enrollment continues to increase with high numbers. Areas of discussion included use value to students, as versus a selectivity focused admissions approach, and a continued keen focus on strong retention and graduation rates. A key takeaway was that there is a great opportunity to better position UHM in terms of communicating nationwide about “value added” propositions in terms of UH in diversity research and Interdisciplinary Studies (IS) opportunities. Anecdotal commented on the larger national emphasis on STEM which has been too narrow. There was general discussion about the fact students sometimes chose another institution which was surprising given the student profile, and overall opportunities to better position and fully communicate what UH offers to students. CAPP Member asked if VP is focused on UG, or was Graduate enrollment also discussed? SEC Liaison indicated that the discussion focused on undergraduate enrollment.</p> <p>2. Joe Brown Chair of the UHM College of Engineering (COE)</p> <p>Discussion centered on current efforts to address existing concerns at the UHM COE. There may be lessons learned and policies refreshed and/or created that can be implemented elsewhere to forestall some of these issues. For example, always critical to ensure that the EM Review and evaluation process is in place and followed. Also, these issues may be structural to UHM as well as particular to this circumstance. Thus, a deeper review and analysis is important to undertake.</p> <p>A CAPP member inquired about the EM Review process. SEC Liaison indicated that apparently the EM “360” review process was suspended during the height of the SAR-CoV-2 ongoing pandemic.</p> <p>CAPP would like to better understand the EM review process so the SEC Liaison will inquire about:</p> <ol style="list-style-type: none"> 1. The mechanisms/process of the EM 360 review 2. Who writes the first draft of that review 3. What role does the Provost play, and how is that actualized <p>The Liaison noted that the UHM Provost and UH President visit the SEC every few weeks.</p>	

Graduate Council Report	<p>Edo noted the following: The Graduate Council reviewed a Bachelors and Masters (BAM) proposal for the Department of Communicology - FYI. This proposal appears to be looking good.</p> <p>This may be the first BAM since Graduate Council governance. Does CAPP want to see this before going to the Senate? Chair/CAPP agreed this was a good idea.</p>	
Issue of short-list review by Mānoa Budget Committee	<p>Chair Maynard was in communication with the UHM Provost re: UHM positions available. Current position openings were cited as 117 AY 22-23 vrs. 56 AY 21-22, which is a positive trend. There was an invitation for further dialogue regarding changes to the review process of shortlisted candidates. Further communication is anticipated.</p>	
Visit by Windward Community College Faculty Senate Chair Lance Uyeda	<p>The below was submitted by Lance Uyeda via email:</p> <p><u>Major impacts of restructured gen ed requirements:</u> At the CCs, especially in programs that are not trade/CTE (career/technical education) programs, student enrollments follow the gen ed requirements pretty closely. Reducing requirements will have an immediate impact on our course enrollments. It may also have an effect in the mid- to long term on our overall breadth of course offerings and personnel composition.</p> <p>UH Mānoa and the other 4-year campuses are being asked to implement requirements the CCs already have in place. We administer these requirements in such a way that students can fulfill them while completing their diversification coursework. Instead of asking you to do what we do--i.e. to adopt lower-division oral communication and writing intensive focus requirements--the proposal asks for a halving of the diversification requirement to make room for two new foundations courses.</p> <p>I think most CC instructors would find it valuable to argue in good faith about halving the diversification requirement if this were critical for the health of the university's academic programs. Or if the revisions presented an elegant, beautiful simplification of the requirements, somehow. Instead, the proposal asks us to implement what seems, from my perspective as a community college instructor, like an accounting error.</p> <p>WCC Priorities:</p> <ol style="list-style-type: none"> 1. Retain current diversification requirement (can easily be done by implementing lower-division "O" and "WI" instead of adopting proposed "FO" and "FW2"). 2. Retain current FG requirement, possibly by implementing FH alongside FG and allowing students to choose 2 out of 3. <p>I'm happy to continue the discussion if/when the committee wants to talk more. Thanks!</p>	

<p>Discussion of process to consider the Gen Ed Proposal</p> <p>Updating the survey for faculty/chairs to get input on the Revised Gen Ed Proposal.</p>	<p>Discussion of process to consider the Revised Proposal for a General Education Baseline Curriculum for the University of Hawai'i System.</p> <p>Reviewed Survey previously created and updated to solicit feedback on the current General Education Proposal as revised. The Committee went over questions, wording, changes and approaches in detail. CAPP hopes for robust feedback from Faculty stakeholders.</p> <p>CAPP discussed and agreed to a send to senate committee chairs by date of 11.10.22.</p> <p>CAPP discussed and agreed that the survey language may be specific to certain populations such as Faculty & Chairs.</p> <p>The searchable scanned summary PDF is located in the CAPP Google Drive.</p>	
One Health Certificate	<p>One Health Certificate:</p> <p>Pending.</p>	
Other	<p>Business below moved to the 12.2.22 CAPP Meeting:</p> <p>Update on possible FW2 requirement.</p> <p>Deferred as the Committee wished to proceed once Hannah is present.</p>	

The meeting was adjourned at 2:37 PM.

Respectfully submitted,
Siobhán Ní Dhonacha