

**CAPP Committee  
Meeting Minutes**

**MEETING DATE:** April 22, 2022 9:30AM - 11:00 AM  
**LOCATION:** Zoom  
**ATTENDANCE:** [P = Present; A = Absent; E = Excused]

MEMBERS		MEMBERS		GUESTS	TIME
Edo Biagioni	P	Siobhán Ní Dhonacha	P		
		Kaliko Baker	P		
<a href="#">Patsy Fujimoto</a>	P	<a href="#">Anna Stirr</a>	P		
<a href="#">Hannah Manshel</a>	P	<a href="#">Jean Thoulag</a>	P		
Jon Matsuda	P				
<a href="#">Ashley Maynard</a>	P	Kim Binsted	P		

Subject	Discussion/Information	Action / Strategy / Responsible Person
Call to Order	Chair called the meeting to order at <u>9:32</u>	
Review of Minutes	Minutes of April 8, 2022 were reviewed and adopted.	1. Minutes of April 8, 2022 adopted. 8 ayes, 0 nays, 1 abstain
Chair's Report	<ol style="list-style-type: none"> <li>The response/revision for the Multicultural and Multilingual certificate program has not come back to CAPP for continued review. It could possibly come before the May 11, 2022 MFS meeting, but this is likely to be taken up by next year's CAPP.</li> <li>The April 20 MFS with regard to the resolution on canceling the Summer 2022 Gen Ed Institute. There might have been many reasons for the voting choices. The chair took notes and grouped comments/feedback by categories: too late in providing the feedback information; there was no strong protest last year by SEC; presenting the resolution too "early" before the feedback was shared widely. (We are doing the finalization of the feedback);</li> <li>Assertions made at the meeting were not supported in the GE report. The chair noted that the GE program 2018 review was said to have "lots of problems" However, the 2018 program review does not say there are a lot of problems. Many gen ed areas already align with 21 st century skills. Stunned</li> </ol>	

	<p>to see that some recommendations were implemented others were ignored; the report asserts that our curriculum gives students breadth and depth. Is this proposed summer 2022 Institute a workaround of proper senate protocols? The vote was close and not a ringing endorsement for the summer institute. The senate seems deeply divided.</p> <p>4. Discussion /Comments: There is a perception among some faculty that the GEN ED Summer Institute is a workaround. The politics of this are inappropriate, given the stakes for our students. What were the identified problems and then why not fix just those problems, i.e., articulation? If MFS had been asked to support a review of the current GE, this would likely have been supported by MFS, but we were never asked.</p> <p>5. We are pleased the resolution for course evaluation was overwhelmingly passed. Thanks to last year's CAPP members and this year's who worked on the bibliography and resolutions.</p> <p>What are the next steps? We could promote the research to departments. Some departments are discussing what to do next. CAPP will discuss next steps at the May meeting.</p> <p>6. Chair attended UH Board of Regents meeting; presidents report; campus report KCC, reports from staff, students, faculty senate. Pres. Lassner was pleased that the staff senates will give presentations at future BOR meetings.</p>	
SEC Report	<p>1. SEC meeting post-MFS discussed GenEd Redesign. One member suggested that, although articulation issues need to be resolved system-wide, UHM's GenEd should be designed by UHM faculty.</p> <p>2. Travel policy meeting. One SEC person was present at each meeting, early meetings weren't alarming, However, some SEC members who attended later meetings felt the policy was "hardening". Blaming faculty for slow returns. Potential proposal- if travel reports are not returned in 3 months, they will not refund.,</p> <p>3. Faculty should be alert to this "hardening" of policy. Some recommendations floating: Fieldwork in 20 days payouts, PCards to purchase tickets( when many don't have PCards), issues if car rentals on personal cards and accepting liability, fiscal not allowing car rentals on Pcard. Questioning paying Conference Fees in advance.</p> <p>4. A lot of policy discussion continues around the Travel Policy proposed changes.. Faculty should</p>	

	<p>help each other be aware and help each other by sending notes and participating in the meeting.</p> <p>5. Request from SEC for CAPP. There is no clear policy on the final exam requirement. What is the pulse of CAPP to take up the “policy of final exams”? There is a tradition of having exams in finals week but not a clear policy. A related policy- is faculty are not supposed to give assignments or exams in the last week of classes. This policy needs to be considered too.</p> <p><b>Motion:</b> CAPP will initiate work on this: Ashley, moved; Patsy seconded. All in favor.</p> <p>6. A faculty member asked SEC when CAPP’s reports are coming out so others can review.</p>	
Guests		
Committee Reports	<p>Grad Council report.</p> <p>1. The proposed CAPP-drafted resolution regarding placing “academic probation” (AP) on grad students' transcripts brought serious attention to this issue. In addition, the discussion broadened to not only transcripts but to not putting grad students on probation at all after 7 years. GSO strongly supports this. A spirited discussion followed. CAPP crafting of the resolution drove a good discussion and attention to the issue. Edo suggests not taking the resolution to MFS at this time allowing Grad Council time to consider. CAPP chair will include this in the Spring 22 CAPP to MFS summary.</p>	
Old Business	<p>Discussion of Gen Ed Redesign Proposal:</p> <p>a. Please find relevant docs linked in the CAPP Gen Ed Redesign Folder. Note that a draft memo from CSS was received today, April 19, 2022. I tried to include their draft comments in our summary doc; if their conclusions change, we will need to check that the points we included are still relevant or whether they ought to be restated.</p> <p>Please feel free to make edits in suggesting mode on the following documents, which we will discuss:</p> <p>b. DRAFT CAPP feedback on the Gen Ed proposal.</p> <p>c. DRAFT summary of input from other campus groups.</p> <p>d. Discussion of the next steps after the compilation and organization of feedback ready. What is CAPP’s next step of the process? How do we want to get these documents through the senate and to the GE Redesign Team for summer 2022? We were asked in Oct. to review and coordinate feedback and report by end of the year (May 22).</p>	<p><b>Motion:</b> CAPP will pass the two documents out of CAPP and create brief resolutions to send to SEC for the May 11 MFS meeting. CAPP will vote on the two resolution documents electronically. For minor language changes, CAPP members will vote electronically to approve changes. For discussion and approval of significant changes, will meet in person. Motion by Ashley, seconded by Hannah, unanimous vote.</p>

	<p>CAPP's feedback report: Discussion of the key feedback points from the CAPP committee's perspective. This document will go into the complete report.</p> <p>Where does this report go? Will it go to the GEN ED Redesign email. CAPP was asked to spearhead this by SEC. CAPP will make this a resolution and as part of the resolution include, "be it resolved that copies of this report be submitted to..." and list who gets it, such as the BOR, Pres. Lassner, Mānoa Provost, and the GE Redesign Team.</p> <p>We agreed to send report to MFS and so it then goes out from the senate. We will ask SEC to prioritize this for the next meeting. We do not want the resolution to "fall to the floor". CAPP's SEC liaison will pass this request on to SEC.</p> <p>Discussion: The shift in language referring to the situation of calling the Gen Ed Redesign document a "proposal" and then subsequently referring to it as a "white paper" – CAPP's work approached and focused on this as a "proposal". Thus, the charge has changed significantly over the year with updated <i>post hoc</i> interpretations. We request that any forthcoming proposal state clearly what sort of document: white paper, proposal, etc.</p> <p>Members did some on-the-spot review/revision of the two documents- CAPP's response and the Summary. CAPP's summary included a summary of the timeline for the summary report. CAPP also added recommendations for the next phase of the Gen Ed work.</p> <p>We had a discussion re GEN ED proposal and Hawaii Place of Learning and epistemology.</p>	
New Business		
Adjournment	Next meeting Friday, May 6, 2022	Meeting adjourned at 11:00 a.m.

Respectfully submitted by Jean Thoulag, CAPP Secretary

Approved on May 6, 2022 , 6 aye, 0 nay, 0 abstain