

**CAPP Committee  
Meeting Minutes**

**MEETING DATE:** November 2, 2023 12:30-2:00 PM  
**LOCATION:** Zoom  
**ATTENDANCE:** [P = Present; A = Absent; E = Excused]

MEMBERS		MEMBERS		GUESTS	TIME
Edo Biagioni	P	Dan Port	P		
Kathy Ferguson	E	Spencer Remeelin	E		
<u>Patsy Fujimoto</u>	P	Beatriz Rodriguez	P		
Konia Freitas	P	Ku’ulei Salzer	P		
Ashley Maynard	E	Brent Sipes	A		
Joanna Philippoff	P				

Subject	Discussion/Information	Action / Strategy / Responsible Person
<b>Call to Order</b>	Chair called the meeting to order at 12:32 p.m.	
<b>Review of Minutes</b>	Minutes of the October 26, 2023 meeting were discussed as circulated. No adjustments to the draft minutes were made. Approve as circulated	Approved as circulated
<b>Chair’s Report</b>	<ul style="list-style-type: none"> <li>● Chair attend SEC Leadership retreat on 10/30/23               <ul style="list-style-type: none"> <li>○ Perspectives and improvements of shared governance</li> <li>○ Potentially provide some MFS meetings in-person in Spring 2024 semester</li> <li>○ Suggested inviting two BOR members at a time to SEC meetings</li> <li>○ SCR 201 issues</li> </ul> </li> </ul>	
<b>SEC Report</b>	<ul style="list-style-type: none"> <li>● SEC Leadership Retreat               <ul style="list-style-type: none"> <li>○ SEC meetings with two BOR members</li> <li>○ ORS has a loss in personnel and has a backlog with grant processing</li> <li>○ SCR 201 faculty meet with legislators                   <ul style="list-style-type: none"> <li>■ UHPA UH constitutional autonomy</li> </ul> </li> </ul> </li> </ul>	

<b>Graduate Council Report</b>	<ul style="list-style-type: none"> <li>• None to report</li> </ul>	
<b>Posthumous degree policy</b>	<ul style="list-style-type: none"> <li>• Memo of 5.209, Proposed Posthumous Degree Policy <ul style="list-style-type: none"> <li>○ The criteria for the degree is clear but there are other questions and concerns <ul style="list-style-type: none"> <li>■ Is the request time-bound?</li> <li>■ Language edits to the memo</li> </ul> </li> </ul> </li> </ul>	Review the document individually and report back at 11/30/23
<b>Gen Ed</b>	<ul style="list-style-type: none"> <li>• Continue to review the Gen Ed reports</li> <li>• Will present a report to MFS at the end of the academic year.</li> </ul>	
<b>Test Optional Policy</b>	<ul style="list-style-type: none"> <li>• GPA has been increasing <ul style="list-style-type: none"> <li>○ Need to disaggregate the data by class standing</li> </ul> </li> </ul>	Dan will continue to review the data and present at the 11/30/2023 meeting

Motion to adjourn the meeting 1st by Dan Port, 2nd by Ku‘ulei Salzer. Meeting was adjourned at 1:32pm.

Respectfully submitted,  
Ku‘ulei Salzer