

**CAPP Committee  
Meeting Minutes**

**MEETING DATE:** Oct 5, 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         | P |        |      |

| Subject           | Discussion/Information  | Action / Strategy / Responsible Person |
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| Call to Order     | Chair called the meeting to order at 3:01   |  |
| Review of Minutes | Minutes of Sept 28, 2021 - Anna moved to approve; seconded by Patsy; passed 8 aye, 0 nays, 0 abstain  | 1. Minutes of Sept 28, 2021, approved  |
| Chair's Report    | <ol style="list-style-type: none"> <li>Chair reported that the presenters of the BA in Marine Biology responded and CAPP subcommittee members are considering a response.</li> <li>Regarding the EP and RP's, we were asked to review, Chair communicated with D. Halbert that CAPP will review and may ask to meet with her later.</li> <li>PIG: CAB chair reported the committee finalized testimony for the BOR meeting and they may write a resolution for the Manoa Faculty Senate. Some discussion occurred for potentially combining resolutions from the various committees into one.</li> <li>Some faculty have asked CAPP to review the switch to course-based Focus approvals, including Profs. Butler and Duffy, as well as the Undergraduate Studies Committee of the Department of Psychology.</li> </ol> | 1.                                     |
| SEC Report        | <ol style="list-style-type: none"> <li>SEC discussed if committees bundle testimony and submit it as one packet. (Not editing into one)</li> <li>Discussion on whether there might be too many different sets of testimony/resolutions.</li> </ol> <p>Questions/Discussion:<br/> Chair commented we might join with CAB on a resolution if there is interest. It doesn't seem that submitting joint testimony would have any more</p>   | 1.                                     |

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|                            | <p>impact than submitting separate committee testimony.</p> <p>Chair shared she attempted to write one resolution that takes all points into account, and it was complicated. She has encouraged all senates and all faculty to submit testimony opposing the PIG.</p>   |   |
| <b>Guests</b>              | 1. None  | 1.  |
| <b>Committee Reports</b>   |  |   |
| <b>Unfinished Business</b> | <p>1. CAPP resolution on the May 2021 MFS agenda (no time to consider at that meeting):<br/> <b>RESOLUTION PROPOSING THAT THE COURSE EVALUATION SYSTEM (CES) BE OPTIONAL, AND NOT BE USED FOR PROGRAM REVIEWS</b></p> <ul style="list-style-type: none"> <li>a. CAPP Sub-Committee Annotated Bibliography on the Ineffectiveness of Student Evaluations of Teaching (SET) (April 2021)</li> <li>b. American Sociological Association Statement on Student Evaluations (2019)</li> <li>c. Course Evaluation Literature Review (2016)</li> </ul> <p>Sub-Committee: Hannah M, Anna, Edo, and Jon volunteered.<br/> The timeline for the preliminary report on this work is November at the earliest.</p> <p>2. Subcommittee report: <u>BA in Marine Biology Letter</u>. A letter was sent to the proposing department on 9/23/21. Supporting documents (also from the 5/21 MFS agenda) were shared. CAPP awaits a response.</p> <p>3. BEd in Special Education and Undergraduate Certificate in Multilingual Multicultural Perspectives. Letters were sent and received. CAPP is waiting for responses.</p> | 1. Subcommittee (Hannah, Anna, Edo, Jon will work on CES Resolution review/refinement, etc for a meeting in November. |
| <b>New Business</b>        | <p>1. <b>Gen Ed course-based approval:</b> The GEC announced a new course-based approval process instead of the instructor-based approval process.</p> <p>Several departments have raised concerns and contacted the CAPP chair.</p> <p>Discussion/Questions:<br/> Hannah shared: “This is the language from English Executive Committee FYI: English Executive Committee “ The Executive Committee of the English Department is concerned about Gen Ed’s move to</p>  |   |

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|  | <p>course-based focus designations. We expect that this shift will result in fewer E, O, and HAP focus designated courses. The E and O courses are particularly difficult to offer as course-based. While almost every course has the potential to be an "E" or an "O," these designations are largely dependent upon the expertise and interests faculty bring to teaching different courses. Designating particular courses with an "E" or "O" focus would restrict who could teach these courses and might even make them difficult to offer regularly. And not being able to offer courses regularly would counter Gen Ed's goal of allowing students to plan in advance for graduation. This initiative also does not account for individual faculty expertise in approaching different courses and restricts the variability in approaches to teaching theory and course content for students."</p> <p>CAPP needs to discuss the concerns we are hearing/getting. What are the concerns of other departments?</p> <p>What is CAPP's role here in answering all the questions and concerns? Shouldn't the Gen Ed people respond?</p> <p>What questions would we need to pass to GEC? Do we need to have a meeting with GEC? There are process issues.</p> <p>Some of the changes affect curricular policies.</p> <p>Suggestions were made to possibly form a subcommittee and set parameters and timelines.</p> <p>Our committee's job is to examine how the change impacts policy. It's not our committee's job to be answering questions directed to GEC.</p> <p>GEC is moving forward as if this course-based approval is already in effect.</p> <p>How can we help the departments who have concerns in a way that hasn't already been done? What can CAPP contribute specifically related to CAPP's purview?</p> <p>CAB should take up the process issue (i.e., how the change was implemented) as some are policy issues for CAB.</p> <p>The suggestion was raised that a CAPP subcommittee works through a member of the GEC Summer Institute, chair, Shana Brown.</p> |  |
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|  | <p>A response from a collective such as CAPP could save departments from having to solve their issues individually.</p> <p>This matter will carry over to the next meeting while waiting to see what questions arise meanwhile</p> <p><b>2. Assignment of subgroups for review of 3 EPs (EP 1</b><br/>Hannah and Ashley agreed to review this set.</p> <p><b>3. EP 7.206 Concurrent Registration:</b> “Class taught at one campus can be listed as part of the other campus. Concern around admission requirements - need to review. For review, combine EP 5.205 review with the review of EP 7.206<br/><b>Siobhán and Anna will take this for review.</b></p> <p><b>4. Discussion of BOR Tenure PIG: Possible draft resolution from CAPP related to the BOR PIG proposals.</b><br/>CAPP resolution should focus on RP 9.201</p> <p>Discussion/Comments:<br/>The resolution doesn’t lend itself to recommending alternatives. We should not give BOR any alternatives.</p> <p>This affects the “whole university”, not just the faculty.</p> <p>Is CAB covering everything else? They likely will focus on the process-related issues and the other RPs.</p> <p>One member said it is not a good idea to merge resolutions with others. CAPP needs to write from our special perspective. Keep the context from where the voice is coming from. Let UHPA or others speak with an amalgamated response on behalf of faculty if they like. A resolution will be a Senate vote and sent forward from the MFS, so must consider this aspect in the language of the resolution.</p> <p>Proposed changes to the draft resolution were accepted. CAPP also supports accepting other committees that wish to join in co-sponsoring CAPP’s resolution.</p> <p><b>Motion: Move that the CAPP resolution to go on the Senate agenda as a stand-alone resolution.</b><br/>Patsy moved; Michael 2nd: 8 in favor, 0 nay, 0 abstain</p> <p>Do we want to have CAB or CPM and SEC wanted to co-sign? CAPP members agreed yes, if they are interested CAPP welcomes this. Ashley will reach out and ask.</p> |  |
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|                    | <p>If CAPP sees CAB's resolution, do we want to review and vote to sign with them? Members agreed yes. If there are no major discussions or concerns with CAB's resolution, we can have an electronic vote.</p> <p>Can we sign on to their testimony? Chair advised that we can ask. We would need to review it and then decide.</p> |                            |
| <b>Adjournment</b> | 1. Next meeting: October , 2021  | Meeting adjourned at 4:31. |

Respectfully submitted by Jean Thoulag (Secretary)

Approved unanimously on October 26, 2021 6 aye, 0 nay, 0 abstain