

# DRAFT CAPP Minutes 04-14-21

## CAPP Committee Meeting Minutes

**MEETING DATE:** April 14, 2021 3:00 PM - 4:50 PM  
**LOCATION:** Zoom  
**ATTENDANCE:** [P = Present; A = Absent; E = Excused]

MEMBERS		MEMBERS		GUESTS	TIME
Kim Binsted	E	Maureen O'Brien	P		
Nandini Chandra	P	Carolyn Stephenson	P		
Michael Cooney 3:23	P	Jean Thoulag	P		
Kahikina de Silva	E	Amanda Yoshioka-Maxwell	P		
Rachel Lentz	P				
Siobhán Ní Dhonacha	P	Jim Potemra @3:19	P		

Subject	Discussion/Information	Action / Strategy / Responsible Person
<b>Call to Order</b>		The meeting was called to order at 3:00 PM by Chair Stephenson.
<b>Review of Minutes</b>	1. Review minutes of March 31, 2021	Adopted March 31, 2021 minutes; 7 aye, 0 nay, 0 abstain
<b>Chair's Report</b>	1. Chair called attention to the major items needing completion by CAPP before the end of the term: BA in Marine Biology, Bias and Course Evaluation System, B.Ed in Special Education, Prior Learning Assessment, and Grade Replacement.	
<b>SEC Liaison Report</b>	<ol style="list-style-type: none"> <li>SEC discussed the Phase II Reorg which was rejected by the Faculty Senate but went to the BOR. The Provost told the SEC that changes will take for 3-5 years to be completed.</li> <li>In response to a question if UH can require COVID vaccinations, the Provost responded they cannot as the vaccine is still considered "experimental." It is possible though that this summer there may be some change to this position. Rutgers University is an example of a university requiring vaccinations.</li> <li>Provost/Administration has completed a Performance Indicators for Prioritization document that provides metrics for new positions (exemptions to current hiring freeze).</li> <li>General Ed is promoting "Thematic Pathways" which would list classes that will meet Gen Ed. Diversification requirement. SEC is concerned that the GenEd office may see this ) as authorization to approve changes to curriculum; which the SEC does</li> </ol>	

	<p>not see as appropriate. General Ed Summer Institute- SEC noted that 30% of the undergrads are UHM students. Therefore, SEC asked for additional representatives from UHM be included in the Summer Institute. SEC provided Provost names of 10 potential representatives</p> <p>5. Upcoming UHM Faculty Senate meeting will include the 2nd reading of the proposed amendments to the bylaws, and a resolution on student health.</p> <p>6. SEC nominations are open.</p>	
<b>Guests</b>	None	
<b>Committee Reports</b>	See below.	

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**Unfinished Business****1. BA in Marine Biology**

Michael and Rachel provided their feedback from the initial review of the proposal: good but with some questions. Structurally the BA is similar to the BS with few electives while a BA is less restrictive. The BA is still science heavy. Discussion/questions- What is the purpose behind this BA proposal? Are there any similar programs for comparison? Can the proposal present details more clearly about the survey and information gathered and used as support for the demand for the program?

Michael and Rachel will organize feedback/questions into a letter draft for approval at the next meeting.

**2. Bias Issues in Course Evaluation Systems. (Nandini and Amanda)**

Nandini and Amanda reported on their work with the review of the literature on bias issues in student course evaluations. They located a plethora of articles and report research is well established. There is evidence of intrinsic bias against women and people of color. They searched around bias and “effectiveness studies” of course evaluations across all types of courses at all levels. Searched on bias and gender, English language proficiency, evaluation of teaching outcomes, measurement of student learning outcomes, and measurement error. They have selected and grouped articles by theme/points and will compile into an annotated bibliography.

Discussion followed about the purpose of CES, UH policy and potential for changing the policy. CES is more like an opinion poll and is not measuring student learning. Some universities have discontinued using student course evaluations. Question raised as to two purposes of evaluations: student feedback vs. evaluation of faculty, and how to balance feedback to instructors with need for student anonymity.

Nandini and Amanda will share the draft bibliography with CAPP members for input, and we will decide what to do with this bibliography.

**3. B.Ed in Special Education. (Siobhan, Maureen, Jean)**

Initial review of the proposal was presented. Initial response is that it is a well developed, strong proposal. Some questions were raised about the relationship with Outreach College, if the recruiter is dedicated for this program solely or bundled with other College of Ed programs. Other questions raised were related to the fiscal plan and need for resources, and details of the survey addressed in the proposal as evidence of need and intention to participate.

**4. Grade replacement policy (Kahikina and Maureen.)**

Kahikina was unable to be present so Maureen gave a brief overview of the issue. This was followed by discussion around current policy of replacing the grade of the last attempted class rather than lowest grade over all attempts.

1. Michael and Rachel will organize and draft response points into a letter to present at the next CAPP meeting, including inviting them to meet with CAPP.
2. Nandini and Amanda will share the draft bibliography with CAPP members for our input, etc.
3. Siobhan will lead the draft of the response letter for presentation at the next CAPP meeting.
4. CAPP Chair will extend an invitation to the registrar for our April 28 meeting.
5. CAPP will send comments about the PLA survey to Kahikina.

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Discussion questions raised: Should we ask about any plans for changing the policy, is this still a priority, and should there be a limit on how many times a student can repeat a course? The last resolution on this policy was in 2018. Since then a new registrar is on board.

Following discussion, a recommendation was made to invite the new registrar to meet with us to learn the status, any plans he may have, and also the relationship between this and “forgiveness.”. (7 aye, 0 nay, 0 abstain)

Further recommended: request data from registrar, survey the data and chart for several years.

5. “Forgiveness” committee report; representative still needed. As the grade replacement policy relates to this, it was suggested that it would be helpful to invite the Registrar to CAPP.

6. Prior Learning Assessment/ Back credits policy (Kahikina and Jean)

Kahikina drafted a survey to send to colleges, but was unavailable to present although Jean briefly shared the draft survey. Due to limited time, only a few points of initial feedback were suggested by CAPP chair. CAPP will discuss this at the next meeting.

7. Possible meeting with Interdisciplinary Studies May 2021

8. Outreach/online courses Postponed.

<b>New Business</b>		
<b>Adjournment</b>	Remaining Meeting Dates: <ul style="list-style-type: none"><li>• April 28</li><li>• May 5 and possibly May 19</li></ul> The majority in attendance agreed to the possibility of a May 19 meeting to wrap up pending business.	

Respectfully submitted by Jean Thoulag (secretary)

Approved on April 28, 2021 6 aye, 0 nay, 2 abstain