

**CAPP Committee  
Meeting Minutes**

**MEETING DATE:** February 10, 2021 3:00 PM - 4:50 PM

**LOCATION:** Zoom

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

MEMBERS		MEMBERS		GUESTS	TIME
Kim Binsted	P	Maureen O'Brien	P		
Nandini Chandra	P	Carolyn Stephenson	P		
Michael Cooney @3:15	P	Jean Thoulag	P		
Kahikina de Silva	P	Amanda Yoshioka-Maxwell	P		
Rachel Lentz	P				
Siobhán Ní Dhonacha	P	Jim Potemra @3:20pm	P		

Subject	Discussion/Information	Action / Strategy / Responsible Person
<b>Call to Order</b>	CAPP's March meeting dates are 3/10 and 3/31. The MFS is 3/24.	The meeting was called to order at 3:00 PM by Chair Stephenson.
<b>Review of Minutes</b>	1. The minutes from the 01.27.21 CAPP meeting were reviewed.	1. Minutes approved : 5 aye, 0 nay, 2 abstain:

<p><b>Chair's Report</b></p>	<p>Chair's report:</p> <ol style="list-style-type: none"> <li>1. Resolutions for <b>Undergraduate Certificate in Creative Computational Media and Undergraduate Certificate in Sexuality Studies</b> are on the agenda for upcoming faculty senate meeting. Chair will present them and will invite department representatives and CAPP committee members who worked on the review of the programs to provide testimony.</li> <li>2. SEC motion on Grad Council. One of the sentences with reference to CAPP's role was removed but the second reference remained. CAPP needs to decide how it wants to handle this. It is uncertain if the SEC will put the motion on the February meeting agenda.</li> <li>3. Chair received response to the letter to iVCAA Lyons, copied to Provost Bruno, to again request the data on complaints received on online programs in Spring 2020, and asking for Fall 2020 data. Provost responded that the data can't be pulled and generated from the emails. Laura Lyons echoed provost's response. Lyons in her response sent anecdotal data and addressed how she is recommending solutions to parents, students and faculty. The provost mentioned mental health of students as a reason for more face to face. Discussion followed around whether there is a policy on whether an email or memo and decisions related to policy.</li> </ol> <p>CAPP members voted to ask chair to send reply including request to meet with Provost and iVCAA to discuss the need for data on online courses, the importance of having good data before making policy, and to discuss backtracking on the email on asynchronous course to clarify that the email is not a denial of the use of asynchronous courses. 8 votes ayes to meet; 1 nay..</p>
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<b>SEC Liaison Report</b>	<ol style="list-style-type: none"> <li>1. SEC discussed plans for vaccination of UHM .</li> <li>2. MFS meeting agenda includes 2 CAPP resolutions on undergraduate certificates; CAB resolutions on Executive Management (EM) positions with respect to an interim EM rolling into permanent appointment without an open recruitment process. Also, the agenda includes first readings for proposed amendments to the faculty senate Charter, Bylaws, and Rules of Order. CAPP members should review these prior to MFS meeting.</li> <li>3. Two Hawaii Legislature proposed bills introduced by Sen. Mercado Kim related to faculty: limiting tenure to teaching faculty only; requiring 25% of research faculty salary come from grant funds. UHPA is responding.</li> <li>4. The “Resolution on Shared Governance” will also be on the 2/17/21 MFS meeting agenda. Discussion: Members raised issue of the need for more clarity around the terms “Consultation” and the “Consultation Continuum” process as used in the language of the resolution. Members support having CAPP chair and Kim Binsted address this in the upcoming MFS meeting.</li> </ol>	
<b>Guests</b>	None	
<b>Committee Reports</b>	<ol style="list-style-type: none"> <li>1. (See below)</li> </ol>	
<b>Unfinished Business</b>	<ol style="list-style-type: none"> <li>1. Grad Council memo. Chair asks SEC rep Poterma if any feedback on the motion. Chair noted that she and CAPP’s SEC Liaison Poterma serve on the Grad Council. The progress for reviewing grad programs seems fair but the structure still has problems.. The issue is that grad programs do not come to the MFS through an official MFS sanctioned committee. Should the Grad Council be subject to the same rules of other faculty committee appointment process? Discussion: Does CAPP support the motion as written? At this time members agreed “CAPP cannot give a formal response at this time as we need to have further understanding through a meeting of all parties” All members agree to have Chair request a meeting.</li> </ol>	<ol style="list-style-type: none"> <li>1. All members agree to have Chair respond to SEC that “CAPP cannot give a formal response at this time as we need to have further understanding through a meeting of all parties” Chair to request a meeting to follow up with motion on grad council matter.</li> </ol>

<b>New Business</b>	<p><b>2. Prior Learning Assessment/ Back Credits Policy</b> Due to lack of meeting time, Kahikina and Jean did not present information gathered and reviewed. Will be on the next meeting agenda.</p> <p>3. Request for volunteers for Academic Forgiveness committee- none.</p> <p><b>Next meeting Reports from:</b></p> <p>Nandini and Michael Jean and Kahikina</p>	
<b>Adjournment</b>	<p>1. The next CAPP meeting will be Feb 24, 2021 at 3:00 PM.</p>	Adjourned at 4:51; all in favor

Respectfully submitted by Jean Thoulag

Approved on, Feb 24, 2021. Unanimous; 9 votes