

CAPP Committee Meeting Minutes

MEETING DATE: February 12, 2020 **2:30 PM - 4:30 PM**
LOCATION: Hawaii Hall 208
ATTENDANCE: [P = Present; A = Absent; E = Excused]

MEMBERS		MEMBERS		GUESTS	TIME
Nandini Chandra	P	Lori Fulton	P	Jonathan Goldberg-Hiller (Professor, Political Science)	2:30 pm
Michael Cooney	P	Kristi Govella	P		
Carolyn Dennison	E	Christine Irvine	P		
Kahikina de Silva	P				
Siobhán Ní Dhonacha	P	Carolyn Stephenson (SEC Liaison)	P		

Subject	Discussion/Information	Action / Strategy / Responsible Person
Call to Order		The meeting was called to order by K. Govella at 2:30 PM.
Review of Minutes	The minutes from the January 22 meeting were reviewed.	C. Irvine moved to approve the minutes;. SND seconded. Motion approved with 6 votes in favor of approval and 1 abstention.

Chair's Report	<ul style="list-style-type: none"> Colin Moore responded to CAPP's 11/18/2019 letter on 1/14/2020. On 2/5/2020, he wrote to say that the B.A. in Public Policy proposal team is now consulting with the Political Science department and to ask CAPP to hold off on making any final decisions until those discussions are concluded. He also submitted a letter of support for the proposal from the chair of the Economics department. A. Goodwin has written CAPP to notify the committee that the last Council of Chief Academic Officers (CCAO) meeting at which new programs can be approved will be held on March 25. The memos regarding M5.301 and participation policy consultations were sent to SEC. The Committee on Professional Matters has asked CAPP if/how it would like to be involved in revising Executive Policy 5.221 to end the requirement for Ph.D. waivers for faculty in certain fields. 	
Guests	J. Goldberg-Hiller met with CAPP to discuss issues related to the B.A. Public Policy proposal.	
Committee Reports	<ol style="list-style-type: none"> Prior Learning Assessment Committee <ul style="list-style-type: none"> C. Irvine reported that there is a diversity of approaches to Prior Learning Assessment. With regard to languages, there are some other institutions that also have similar practices of giving credit without charging, but they are not our peer/benchmark institutions. The rest of the UH System has a PLA agreement of which UHM is not a part. Issues: Fit with system, what back credits count for (fairness) 	<ul style="list-style-type: none"> The subcommittee will look at PLA policies at the community colleges.
	<ol style="list-style-type: none"> Course Repeat and Grade Replacement Committee 	<ul style="list-style-type: none"> The subcommittee will meet with the Council of Academic Advisors policy committee.

	<p>3. Sustainability Committee.</p> <ul style="list-style-type: none"> • A revised proposal for the Undergraduate Certificate in Sustainability was received on 12/9/2019.. • SND drew attention to the existence of a new sustainability B.A. offered through Interdisciplinary Studies. • The committee discussed the revised proposal. Issues include the removal of a mandatory capstone, the mismatch between the SLOs of the core courses and university sustainability SLOs, the lack of a required course, the definitions of the themes, and governance issues (appointment of board, SUST courses not going through GEC). • C. Stephenson pointed out that CAPP has not received the syllabi for the required classes. 	<ul style="list-style-type: none"> • K. Govella will ask M. Coffman to send the syllabi for the required courses. • M. Coffman will be invited to a future CAPP meeting.
	<p>4. B.A. Public Policy Committee</p> <ul style="list-style-type: none"> • Responses were received from Colin Moore on 1/14/2020. On 2/5/2020, he wrote to say that the B.A. in Public Policy proposal team is now consulting with the Political Science department and to ask CAPP to hold off on making any final decisions until those discussions are concluded. He also submitted a letter of support for the proposal from the chair of the Economics department. 	
	<p>5. Course Evaluation System Committee</p> <ul style="list-style-type: none"> • H. Okimoto, R. Okumura, and L. Voong were contacted to request Fall 2019 response rates on 1/29/2020. CAPP is waiting for a response. • CAPP needs to meet with parties related to UHM CES about Spring 2020. • N. Chandra raised issues related to the broader legitimacy of course evaluations. 	<ul style="list-style-type: none"> • K. Govella will resend the request for response rates.

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Unfinished Business	<ol style="list-style-type: none">1. E5.201<ul style="list-style-type: none">• A memo was drafted and sent to K. Govella. K. Govella brought the issue back to CAPP with the suggestion to add some language related to consultation.2. 5-week courses<ul style="list-style-type: none">• Postponed.3. Outreach courses<ul style="list-style-type: none">• L. Fulton and C. Irvine will examine this issue.4. Proposed Agreement with Graduate Division<ul style="list-style-type: none">• K. Aune was unable to attend the 1/22 meeting. Her visit has not been rescheduled.	<ol style="list-style-type: none">1. K. Govella will draft some language related to consultation for E5.201 to review at the next CAPP meeting.2. No action.3. A new subcommittee will be formed to focus on Outreach issues. L. Fulton and C. Irvine will participate.4. No action.
New Business	<ol style="list-style-type: none">1. E5.221 (revision of Ph.D. waiver requirement)<ul style="list-style-type: none">• CAPP has agreed that CPM will conduct a review of peer/benchmark practices and consult CAPP upon its completion.	<ul style="list-style-type: none">• K. Govella will contact CPM.
Adjournment	The next meeting of CAPP will be on February 26, 2020.	C. Irvine made a motion to adjourn; seconded by N. Chandra; motion unanimously approved. Meeting was adjourned at 4:42 PM.

Respectfully submitted by Carolyn Dennison (Secretary)

Approved unanimously on April 8, 2020.