

**CAPP Committee
Meeting Minutes**

MEETING DATE: August 31, 2023 1:00 - 2:00 PM
LOCATION: Zoom
ATTENDANCE: [P = Present; A = Absent; E = Excused]

MEMBERS		MEMBERS		GUESTS	TIME
Kathy Ferguson	E	Spencer Reemelin	P		
Konia Freitas	P	Beatriz Rodríguez	P		
Patsy Fujimoto	P	Kuʻulei Salzer-Vitale	P		
Ashley Maynard	P	Brent Sipes	P		
Joanna Philippoff	P				
Dan Port	P	Edo Biagioni	P		

Subject	Discussion/Information	Action / Strategy / Responsible Person
Call to Order	SEC liaison Edo Biagioni called the meeting to order at 1:02 PM.	
Agenda	Biagioni explained the agenda for the meeting, including orienting new members to CAPP. Several returning members talked about last year's activities, including the review of General Education proposals, review of new program proposals, and consultation on topics such as changes proposed as a result of the administration's discussions of issues related to SCR 201.	
SEC Liaison Report	Biagioni said that the SEC meets every Monday except for holidays. They met 5-6 times over the summer. SCR 201 came from the Hawaii State Legislature. When it first came out, it seemed to be very anti-tenure, and then it morphed into, "Why do we have so many categories of faculty?" They're still work going on on that. Not all administrators come from the same place. This is relevant for Gen Ed and before CAPP. SEC is getting different messages from different administrators. E.g., Pres. Lassner is focused on the idea of having one set of GE requirements for the entire system. Provost Bruno is more focused on UHM having its own General Education requirements.	

	There was a resolution before MFS in May that passed that said that CAPP would review feedback collected from faculty regarding the summer 2022 General Education proposal.	
Review of Basic Senate and Committee Functions	<p>Biagioni reviewed the attendance policy. Quorum is fifty percent plus one, so quorum for our 10-member committee is six.</p> <p>Senate meetings are usually the third Wednesday of the month.</p> <p>SEC Liaison Role: Main function is communication. Takes a passive role in committee discussions.</p> <p>Issues: Each committee makes up its own agenda. Each committee is autonomous and can decline issues or determine its own issues.</p> <p>Biagioni reviewed the functions of committee officers.</p>	
Officer Elections	Ashley Maynard was elected Chair. Patsy Fujimoto was elected Vice Chair. Ku'ulei Salzer-Vitale was elected Secretary. Maynard mentioned that we needed to also elected a representative to the Graduate Council, and Brent Sipes was elected.	
New Business	Sipes asked that we discuss Interdisciplinary Studies, and Chair Maynard agreed we would put this on the agenda for the next meeting.	
Adjournment	Chair Maynard asked for a motion to adjourn, and hearing no dissent, she adjourned the meeting at 1:58 p.m.	

Respectfully submitted,
Ashley Maynard