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**COMMITTEE ON ACADEMIC POLICY & PLANNING**  
**MEETING MINUTES**

**MEETING DATE:** November 22, 2017     **3:00 PM - 4:30 PM**  
**LOCATION:** Hawaii Hall 208  
**ATTENDANCE:** [P = Present; A = Absent; E = Excused]

MEMBERS		MEMBERS		MEMBERS		GUESTS	TIME
William Gosnell	P	Nicole Ziegler	E			None	
Joseph Mobley (Secretary)	P	Ulrich Kozok	P				
Willy Kauai	P	James Potemra (Vice-Chair)	P				
Carolyn Stephenson (Chair)	P	Justin Clapp (On leave) returns Spring 2018	E				
		Brian Powell, liaison	P				

SUBJECT	DISCUSSION / INFORMATION	ACTION / STRATEGY / RESPONSIBLE PERSON
<b>CALL TO ORDER</b>		Meeting was called to order by Chair Stephenson at 3:00 PM.
<b>REVIEW OF MINUTES</b>	1. The November 8, 2017 meeting minutes were circulated electronically for comments.	Motion to approve the November 8, 2017 minutes. Approved unanimously, 6 for and 0 against.
<b>LIAISON REPORT</b>	1. New issues likely to be coming to CAPP: Dental Hygiene Post-Baccalaureate Certificate, Course repeat policy enforcement has impacted a large number of students (e.g., Chemistry) and will need to be rectified	
<b>BUSINESS</b>	1. Continued discussion and decision-making on the Course Evaluation System  2. Other Sub-committee Reports	1. Action.  2. Action. Sub-committee members asked to be ready to present on their respective issues next mtg.



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	<p>3. Issue 4.15 Prior Learning Assessment (PLA)--System-wide PLA Committee has raised questions about what Manoa policy is and what we might want to do in the future. The OVCAA has agreed to gather data on various Manoa-related policies.</p>	<p>3. Action. Deborah Halbert to be asked to attend Dec 6 CAPP mtg., 2:30-3pm</p>
ADJOURNMENT		<p>Motion to adjourn by W. Gosnell; seconded by J. Potemra. Passed unanimously. Meeting adjourned at 4:32 PM.</p>

Respectfully submitted by Joseph Mobley, staff.

Approved on December 6, 2017 with 7 votes in favor of approval and 0 against.