



UNIVERSITY
of HAWAII®
MĀNOA

Committee on Academic Policy and Planning
MEETING MINUTES

MEETING DATE: January 23, 2019 3:00 PM - 5:00 PM
LOCATION: Hawaii Hall 208
ATTENDANCE: [P = Present; A = Absent; E = Excused]

| MEMBERS | | MEMBERS | | MEMBERS | | GUESTS | TIME |
|------------------|---|-------------------------------------|---|---------|--|--------|------|
| Carolyn Dennison | P | Randall Minas | P | | | | |
| Lori Fulton | P | Truc Nguyen | P | | | | |
| William Gosnell | P | Nicole Ziegler | P | | | | |
| Kristi Govella | P | | | | | | |
| Paul McKimmy | P | Carolyn Stephenson (SEC Liaison) | P | | | | |

| SUBJECT | DISCUSSION / INFORMATION | ACTION / STRATEGY / RESPONSIBLE PERSON |
|-------------------|---|---|
| CALL TO ORDER | Meeting was called to order by P. McKimmy at 3:05 PM. | |
| REVIEW OF MINUTES | 1. | Motion by N. Ziegler; seconded by K. Govella; unanimously approved. |
| CHAIR'S REPORT | OVCAA is asking for the status of the Undergraduate Certificate in Earth & Planetary Exploration Technology. Guests confirmed for February MFS meeting are Dean Ron Riggs or David Ma, Panos Prevedouros. | |
| GUESTS | None. | |
| BUSINESS | 1. <u>Course Evaluation System</u> There were some issues with the timing of the message sent to undergraduate students about the availability of the survey. | C. Stephenson will follow up with H. Okimoto on notifications to faculty about completed evaluations. |



UNIVERSITY
of HAWAII®
MĀNOA

| | | |
|--|---|--|
| | <p>2. <u><i>Graduate Council</i></u> CAPP will consider issues of coordination with Graduate Council. CAPP asked why the Graduate Council approvals of programs do not come to the Faculty Senate for approval as do the recommendations of other Senate committees. Should both graduate and undergraduate academic matters come to subcommittees of CAPP?</p> | <p>P. McKimmy reported back on Senate bylaws regarding Graduate Council. CAPP will continue to consider how it might coordinate with Graduate Council on approval of graduate programs.</p> |
| | <p>3. <u><i>Proposal for an Undergraduate Certificate in Sustainability from the College of Social Sciences and College of Tropical Agriculture & Human Resources</i></u> [Proposal]</p> | <p>The proposers are planning to send a revision to CAPP.</p> |
| | <p>4. <u><i>Motion on the UH Manoa Grade Replacement Policy</i></u> [DOC] CAPP resolution has not been implemented. Get a status report.</p> | <p>Assigned to R. Minas for review and follow-up.</p> |
| | <p>5. <u><i>“Back Credits” Prior Learning Assessment (PLA) issue</i></u> [DOC, VCAA referral] 20140924 PLA-UHPA Memo [DOC] 4.15 Prior Learning Assessment Issue [LINK] Summary of issues per P. McKimmy [DOC] LLL addressed CAPP last year, opposing any changes to current back credit practice; either in fee or eliminating credits. Philosophy on University function determines stance on PLA.</p> | <p>Tabled. N. Zeigler & P. McKimmy will continue research on other institutions’ practices in preparation to invite input from larger Senate body and form a proposal for CAPP resolution along with summarized input.</p> |
| | <p>6. <u><i>Proposal for a Bachelor of Science in Construction Engineering in the College of Engineering</i></u> [Proposal] [Resources] Authorization to Plan [DOC]</p> | <p>CAPP has requested that this be placed on the February MFS agenda. R. Minas to present.</p> |



UNIVERSITY
of HAWAII®
MĀNOA

| | | |
|--------------|---|---|
| | 7. <u><i>Proposal for an Undergraduate Certificate in Earth and Planetary Exploration</i></u> [Proposal] [Draft Resolution] | K. Govella drafted a resolution and provided additional detail from proposers via 1/18 email to CAPP. Unanimously voted to approve the resolution. |
| | 8. <u><i>Revision to Undergraduate Academic Actions Policy</i></u> [Corrected Memo] | N. Ziegler made a motion to approve the proposal and move forward with drafting a resolution; R. Minas seconded; unanimously approved. C. Dennison will draft a resolution. |
| NEW BUSINESS | 1. <u><i>UHM Reorganization Proposal</i></u> [Proposal] | CAPP will send a letter to CAB. P. McKimmy will draft. |
| ADJOURNMENT | The next CAPP meeting will be on February 6, 2019 in Hawaii Hall 208 from 3:00 PM-5:00 PM. | Motion by W. Gosnell to adjourn; seconded by N. Ziegler; unanimously approved. Meeting adjourned at 5:00 PM. |

Respectfully submitted by K. Govella, Secretary.

Approved on March 6, 2019 with 6 votes in favor of approval and 0 against.