



COMMITTEE ON ACADEMIC POLICY AND PLANNING

MEETING MINUTES

MEETING DATE: September 25, 2013
LOCATION: Hawaii Hall 208
ATTENDANCE: [P = Present; A = Absent; E = Excused]

MEMBERS		MEMBERS		MEMBERS		GUESTS	TIME
CHESNEY-LIND, Meda	P	RAI, Sarita	P	VALENZUELA, Hector	P		
ERTEKIN, R Cengiz	P	SAFFERY, Maya	P	WERTHEIMER, Andrew	P		
ITO, Ken	P	SIMANU-KLUTZ, Manumaua	P	WOODRUFF, Rosemarie	P		
QURESHI, Kristine	A	SORENSEN, Trevor	A	STEPHENSON, Carolyn (SEC Liaison)	P		

SUBJECT	DISCUSSION / INFORMATION	ACTION/STRATEGY / RESPONSIBLE PERSON
CALL TO ORDER	<ul style="list-style-type: none">The meeting began at 1:03p.m by a roll call to determine excused and absent members. Members introduced themselves.	
CAPP ELECTIONS	<ul style="list-style-type: none">Re-doing the elections that were done last meeting, but without a quorum:Maya Saffery was nominated and elected to serve as Chair of CAPP. Meda Chesney-Lind to nominated and elected to serve as Vice Chair of CAPP.Secretarial duties will be rotated, based on alphabetical order.	All passed unanimously
MINUTES	<ul style="list-style-type: none">The minutes of the 9/11/13 meeting were accepted with amendments.Meda Chesney-Lind took minutes for this meeting as she is first in alphabetical order.	Passed unanimously by all those who were present at the 9/11/13 meeting (5 votes).



REVIEW OF POSSIBLE CAPP PROJECTS	<ul style="list-style-type: none"> 3.14 Leavers Survey: Maya discussed the Leavers Survey that was initiated by the VC for Students and the Assistant VC for Undergraduate Education. We are waiting for the SEC for action on this matter. There are discussions about a possible new survey developed with faculty input that might include questions about why students leave AND stay. Rosie said she had previously tried to talk to leavers (students with no academic problems, who only stayed 1 semester and always planned to leave UHM after that year). Here were her findings: students often left for financial reasons, some left for other campuses, and some felt unconnected/unwelcomed by the university community (mainland students). Some parents mentioned problems with the dorms. We are a commuter campus, but maybe even in the dorms there needs to be extra effort to make newcomers feel welcome. New campus center might help. 9.13 Governance of Interdisciplinary programs: Here the issue is one of program governance. How do we make these disparate programs more efficient, more effective, and less vulnerable to budget cuts? Interdisciplinary units exist all over the campus, yet there is no coherent approach to their structure, support, and shape. This subcommittee might initially do a survey of existing interdisciplinary programs to determine what are the various forms of governance and then possible issues that CAPP might address. 10.13 Counting course credits on Cross-listed courses need to get sorted out now that tuition is going to the units. This is largely an accounting issue (i.e., which department gets to count the credits), but also a workload issue. 12.13 Admissions Policy: The issue is to consider raising the admissions minimum GPA requirement for all transfer students from 2.0 to 2.5. Currently, transfer students are admitted to UHM from two streams. Some students come to UHM via transfer in-state from the community colleges or other colleges; here the expectation is only a 2.0 GPA. Out-of-state transfer students must have a 2.5 GPA. A question was asked about how many students would be affected by making the admissions requirements consistent. 13.13 Streamlining Course Proposal Process: Course proposal and modification forms are overly complex. Streamline not only forms but also the approval process is needed. Working on FAQ. Need a meaningful list of contacts. Myrtle Yamada is leaving; we will need to hear from her and try to finish this issue before she leaves. 21.13 Advising Students: Consistent, quality advising is an issue. A & S advisors have been distributed to the colleges. How is this working? 23.13 High DFIW Course Follow-up: VCAA made a list of “killer classes” as part of an effort to explore why students were not able to 	<p>Awaiting further developments</p> <p>Persons Interested: Cengiz, Fata, Hector</p> <p>Persons Interested: Andrew and Meda</p> <p>Persons Interested: Rosie and Ken</p> <p>Persons Interested: Meda and Maya</p> <p>Person Interested: Fata</p> <p>Person Interested: Rosie</p>
--	---	--



UNIVERSITY
of HAWAI'I®
MĀNOA

MĀNOA FACULTY SENATE
COMMITTEE ON ACADEMIC POLICY AND PLANNING (CAPP)

	<p>graduate in a timely fashion. Some on the committee argued that in order for meaningful analysis to be possible, this list needs to be disaggregated (DF & IW), since each of these actions is quite different in terms of meaning. Other Senate and Administration committees are also reviewing this issue.</p> <ul style="list-style-type: none">• 26.12 Undergraduate Degree Plan Implementation: Currently, each department has developed a plan for students to graduate in four years. The issue here is truth in advertising. Can we determine if these plans are actually doable? Discussion ensued. Most agree that it would be hard to trace failure to graduate in 4 years directly to these plans. At a minimum, CAPP might encourage departments to review their plans, in view of their schedules, and make sure that students could in fact secure the needed classes. This is also an issue related to advising.	<p>Person Interested: Carolyn, Fata? tabled for now?</p>
ADJOURNMENT	<p>Meeting adjourned at 2:30pm October meetings: 10/9/13 & 10/23/13</p>	

Respectfully submitted by Meda Chesney-Lind

Approved on October 9, 2013 with 7 votes in favor of approval and 0 against.