



COMMITTEE ON ACADEMIC POLICY AND PLANNING
MEETING MINUTES

MEETING DATE: January 28, 2015
LOCATION: Hawaii Hall 208
ATTENDANCE: [P = Present; A = Absent; E = Excused]

MEMBERS		MEMBERS		MEMBERS		GUESTS	TIME
Bhatawadekar, Sai	P	Canyon, Deon	E	Kallianpur, Kalpana	E		
Rai, Sarita	P	Simanu-Klut, Manumaua	P	Sorensen, Trevor	P		
Stephenson, Carolyn	P	Valenzuela, Hector	P	Woodruff, Rosemarie	E		
Cooney, Robert	P						

SUBJECT	DISCUSSION / INFORMATION	ACTION / STRATEGY / RESPONSIBLE PERSON
CALL TO ORDER	Meeting was called to order by Chair Carolyn Stephenson at 11:05 a.m.	
MINUTES 01/28	Minutes for 2 nd December approved Minutes for January 14: changes—(2) drop 13:13—project was fast-tracked without faculty approval; grammatical error on “data . . . has” changing “has” to “have.” Approved.	Fata Simanu-Klut, Carolyn Stephenson
Issue 9.13	<u>GOVERNANCE OF INTERDISCIPLINARY Issues</u> <u>Response from Interdisciplinary Field</u> <u>Question from IL wondering why further query when a report had already been issued; couldn't attend today's meeting but student is compiling data requested.</u> Sai reported that IS had 132 students and 151 majors. Students designed their own majors with the help of a faculty member from the appropriate department and the IS advisor. Discussion ensued as to how to improve the overall IS administration and how to maximize interdisciplinary work. Before further recommendation, CAPP agreed that Sai requested information on 1) the list of the 151 majors and the number of students in each major, and 2) ask Jaishree Odin, Director of IS program to attend the next CAPP meeting so she can explain to CAPP the steps/process of declaring an IS major. Unresolved and waiting for information	Sai Bhatawadekar to talk with Jaishree Odin. Sai to respond emphasizing Trevor's point above.



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	<p><u>Still need to have her come to the meeting. Suggestion to inform Ron Cambra about what Dreschel needs to do. There are a lot of questions from administration and faculty regarding this discipline. Issues of understaffing may be affecting coherence of the discipline. Query: What can CAPP do to facilitate both intellectual and administrative management of Interdisciplinary program. Recognition of the magnitude of the problem and CAPP wants to help. Emphasize this in the response including Sarita's sharing on a Wednesday conversation with Jaishaee Odin and Emmanuel Dreschel.</u></p>	
Issue 12:13	<p><u>Admissions Policy:</u> 2.0 (HI) vs 2.5 (non-HI) GPA entry. New admission's director not yet ready to send data. Get Gary Rodwell to provide information on admissions. Clear policy for admission from interstate versus intrastate gpa.</p> <p>Query: Is there a difference in student records for students coming in with 2.5 for non Hawaiian students and 2.0 for transfer students with 24 credits. It was agreed that there was no point in going back to admissions given the changes, but this is still worth revisiting at a later date.</p> <p>However, it is worth it to ask if the velocity fits in with 15-to-finish. Gary Rodwell will be invited to CAPP's meeting on February 11 to provide information on this matter. This visit dovetails with issue 21:13 below.</p>	Carolyn Stephenson to request Gary Rodwell to February 11 th meeting.
Issue 13.13	<p><u>Streamlining of administrative procedures with regard to course approvals:</u> Yamada to give an overview. Currently, whether UH two forms are aligned or not. Wendy is willing to come if needed. However, the question is how are they doing on getting the forms paperless or anything else to streamline the proposal?</p>	Hector to meet with Wendy
Issue 13.14	<p><u>Kuali curriculum management system:</u> CAPP's concern is that the system not be used for assessment. Seems clear it will not be.</p>	Hector to check on the status
Issue 21.13	<p><u>Advising students:</u> Design a survey for CAPP to consider to evaluate advising. A draft of questions was submitted and reworked with the recommendations that the questions should focus on the issue concerning the advising of students. A revised list is attached.</p>	Fata and Rosie. rework questions; Carolyn has invited Rodwell to February 11 th meeting.
23:12	<p><u>HIGH DFIW COURSE FOLLOW UP</u> Keep on the books</p>	



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Issue 24.14	<u>SAT/ACT ADMISSIONS REQUIREMENTS FOR INTERNATIONAL STUDENTS:</u> (Carolyn, I don't have notes on this decision except that Sarita said they didn't have one, but then, there didn't seem to be any rush on this either? Sorry.)	Trevor and Sarita will submit a draft at the next meeting
4:15	<u>Prior Learning Experience:</u> A letter from Ron Cambra in response to CAPP's inquiry indicated that April Goodwin will attend future PLA meetings and that they will monitor and inform CAPP of its progress. Faculty involvement is crucial. The committee agreed that Ron's intent was clear and that this would not affect AA degrees at this point. CAPP appreciates Goodwin's role and future feedback on the matter	Carolyn to write a letter responding to Ron's letter
26:12	<u>UNDERGRADUATE DEGREE PLAN IMPLEMENTATION</u> Are the undergraduate degrees accurate and realistic and are the courses to finish actually offered—this is monitoring the program—instead of monitoring the advising. Tabled for now. Might be a follow up after the advising survey is complete. Complication with budget cuts.	
Other 54:12	<u>POLICY PROPOSAL – GRADE REPLACEMENT POLICY TASK FORCE</u> Grade Replacement Policy: How many are being done—not much has happened. Doesn't appear to be a big problem. Return to it if issues are raised later.	
	A concern was raised about the seeming lack of prioritization of issues from the Senate. Ron (?) will request SEC to have a re-categorization of issues to reflect current, follow up, resolved, etc.	
ADJOURNMENT	Meeting adjourned at 12:15 pm.	
Meeting schedule	Feb. 11. There was consensus that CAPP will now meet once a month. Thus subsequent meeting dates could be March 11, April 8, and May 13 for the rest of the year.	
Next Meeting	February 11 at 11:00 am in HAWAII Hall 208	Gary Rodwell guest speaker—velocity, measurement process, etc.

Respectfully submitted by Fata Simanu-Klutz

Approved on _____ with **X** votes in favor of approval and **X** against.