

**University of Hawai'i at Mānoa Faculty Senate  
Committee on Academic Policy and Planning**

**Minutes of the CAPP Meeting  
February 13, 2013  
Hawaii Hall 208, 2:45 – 4:00 p.m.**

**Present:** Todd Sammons (Chair), Xu Di, Cengiz Ertekin, Stacey Roberts, Maya Saffery, Katya Sherstyuk, Carolyn Stephenson (SEC Liaison), Annette Wong

**Absent (excused):** Thao Le

1. **Meeting Call to Order.** Todd Sammons (Chair) called the meeting to order at 3:00 p.m.
2. **Minutes taker:** Todd asked Cengiz Ertekin to take the minutes and he accepted.
3. **Review of January 23, 2013 minutes.** They are approved except all names will be removed from now on where it is necessary, and the wording on the effectiveness of the capstone course is modified.
4. **Report(s) from Todd Sammons and/or Carolyn Stephenson.** ELWG will suggest that CAPP come up with a resolution on the Capstone design course requirement but w/o making it a required course.
5. **Committee Reports** (\* = issues that have been tabled or are in abeyance; listed so that we do not lose track of them)

**New Issue**

**Issue #35.12:** Proposal for a Bachelors of Arts Degree in Public Health. We all need to review the proposal for a BA in Public Health. Todd and Theo are the main members.

**Carryover 2011-12 Issues**

**Issue #23.12:** High DFIW Course Follow-Up (CAPP, GEC, MAC): Todd Sammons, Xu Di. Reported.

**Issue #26.12:** Undergraduate Degree Plan Implementation: Maya Saffery, Annette Wong. Gathering data. Talked to a colleague at UH Hilo on worries that 4 yr templates are not what is really happening. She suggested that we should talk to each department where it takes a long time (>>4yr) to graduate. Some Questions: Are the templates accurate? Are the requirements achievable?

\* **Issue #55.12:** Office of Student Affairs Course Subject Code (CAPP/CPM/CSA): Xu Di, [second member needed if untabled] This issue is tabled.

**New 2012-13 Issues**

**Issue #9.13:** Governance of Interdisciplinary Programs: Todd Sammons, Ekaterina Sherstyuk. We should look at IS at other universities and learn about different models. Discussion continued on different models. Some of them are project based and most others are

based on multiple fields forming a program, e.g., biology and chemistry combining to form biochemistry.

**Issue #10.13:** Counting Course Credits on Cross-Listed Courses: [two members needed]. Tabled.

**Issue #11.13:** Campus Navy ROTC: Cengiz Ertekin, Todd Sammons. Waiting for AROTC and AFROTC to respond to our requests for data.

**Issue #12.13:** Admissions Policy: Thao Le, Stacey Roberts. Admissions Policy: factors other than GPA should be looked into since high GPA does not necessarily imply good math/physics/science background. Transfer students' backgrounds may sometimes be better.

**Issue #13.13:** Streamlining of Administrative Procedures with Regard to Course Approvals: Xu Di, Maya Saffery. Some forms are confusing. And too many approvals are necessary. Next step is to meet w/ Myrtle Yamada in VCAA's office. By next meeting, email Di Di and Maya the suggestions on course approval forms.

**Issue #14.13:** Examine the Value of Assessment (CPM/CAPP/CAB/MAC): Cengiz Ertekin, Ekaterina Sherstyuk. Nothing to report yet.

**Issue #21.13:** Advising Students (CSA/CAPP): Thao Le, Annette Wong. Annette will forward an email by an advisor in her department. This email may be useful to us to understand the problems related to advising.

**6. The meeting is adjourned at 4:00pm and therefore the following issues have not been discussed:**

**Follow-Up Issues**

- \* Issue #49.12: Registration Waitlisting
- \* Issue #54.12: Memo & Report from Grade Replacement Policy Task Force

**More New 2012-2013 Issues**

- Issue #28.13: Strategic Plan Committee's Sustainability Initiative (SEC/CAPP/CORGE)
- Issue #29.13: WASC Draft 2013 Handbook of Accreditation (SEC/CAPP/CORGE)

Respectfully submitted,

Cengiz Ertekin

APPROVED March 13, 2013