



UNIVERSITY
of HAWAII®
MĀNOA

COMMITTEE ON Academic Policy and Planning
MEETING MINUTES

MEETING DATE: April 6, 2016
LOCATION: Hawaii Hall
ATTENDANCE: [P = Present; A = Absent; E = Excused]

MEMBERS		MEMBERS		MEMBERS		GUESTS	TIME
BHATTACHARYA, Torsha	P	JOHNSON, Shannon	P	BUTLER, Marguerite SEC liaison	P	Helena Zeleski, Chair of Human Nutrition, Food and Animal Science	2:35 - 3:00 pm
COFFMAN, Makena	P	MCKIMMY, Paul	P	JUN, Soojin	E		
		IRVINE (SORENSEN), Christine	P				
ERICSON, David	P	STEPHENSON, Carolyn	P				
GOSNELL, William	P	WARD, Cynthia	P				

SUBJECT	DISCUSSION / INFORMATION	ACTION / STRATEGY / RESPONSIBLE PERSON
CALL TO ORDER 2:00 p.m.	The chair called the meeting to order	
MINUTES		Minutes for 3-9-16 approved
Report from Liaison	Chancellor search is going on. Some issues over representation. Meeting help on shared governance. Resolution was taken to Board of Regents. Regents are discussing it. In the meantime, reorganizations continue to happen. Interfolio software implementation for tenure and promotion going forward with no consultation. Course evaluation change another example of system actions.	



UNIVERSITY
of HAWAI'I®
MĀNOA

Issue 8.16 Doctor of Juridical Science (SJD) Degree	Resolution on the proposal for a doctoral degree in juridical science. Draft reviewed and a few suggested changes.	Resolution approved 9-0. Forward to Manoa Faculty Senate
Issue 9.16 Modification to the 45 upper division credit requirement for BS Botany Degree	New revised report submitted separating out B.S. students. Total population of 11 students, with 6 having less than the 45 credit hours. Concern expressed over limiting the depth of study for this science major.	Voted to approve 8-1. Carolyn to write the resolution.
Issue 15.16 Bachelor's of Science in Dietetics	<p>Helena Zeleski, Chair of Human Nutrition, Food and Animal Science. Have two strong programs, one is dietetics within HNFA, starting to conflict with each other.. Issue with class registrations. Can restrict by major, but other tracks within HNFA, where course is elective, the students are still within the major and can displace a dietetics student for whom course is a graduation requirement. National trend moving to requiring masters in dietetics. Dietetics as separate degree will allow better transition from bachelor's to master's program. Some conflicts in department regarding views on GPA requirements for admission and position needs. Further discussion occurring in the department.</p> <p>General discussion indicates better understanding of the need and planning for the future, but the proposal does not reflect some of the key points. Request a preamble just prior to justification section with some clarifications in the proposals. Committee opinion: comfortable with BS in Dietetics in principal, but not with proposal as written. Request a preamble to clarify the rationale: add streamlining of program, de-emphasize accreditation justification.</p>	<p>CAPP approves concept in principle. Department will provide a revised proposal with clarifying statements as a preamble to the justification, to be reviewed next week.</p> <p>9 agreed with this strategy</p> <p>Makena and David to write the resolution for next meeting.</p>
Issue 54.12 Plagiarism (grade replacement policy)	Not addressed	
Course Evaluation from System (CES)	Carolyn has talked to several people about this issue. Began at Manoa with some dissatisfaction with e-Cafe both on non-comparability, low response rates, department lack of buy-in, etc. System decided to look into it. Put together a committee about five years ago. Lassner released memo indicating agreed to by all campuses. AVCAA Halbert has been put in charge of creating a	



UNIVERSITY
of HAWAI'I®
MĀNOA

	<p>committee to set up the Manoa questions. Need to decide if focus on content or process. One major change is where results go. This is both an UHPA and academic issue. UHPA was sent information has not replied on this issue. Kristine Hanselman: Hawaii Labor Relations Board MOA re: UHPA and faculty senates place this clearly as a senate issue.</p> <p>Process a problem. Concerns over committee composition and approach. What is CAPP role? Can system say to us that results go to the Deans? Increasingly course evaluations used for faculty, course and program evaluation. Need to discuss purpose of evaluation.</p>	
Strategic Plan	Not addressed	
Issue 4.15 Prior Learning Assessment (PLA)	<p>Back credits being granted in LLL during placement into advanced language courses, without charging tuition. Options to advise: ignore it, charge some fee structure for back credits, limit number of credits that can be awarded, stop awarding credits while continuing to place into advanced courses.</p> <p>CC's are moving forward with multiple forms of PLA. UH System, has hired a PLA coordinator. Arguments include attracting new students, higher completion rates.</p>	
Issue 13.14 Kuali Curriculum Management	Not addressed	
Issue 13.13 Streamlining procedures		
Issue 21.13 Advising	Not addressed	
Issue 23.12 High D/F/I/W course follow-up	Not addressed	
Issue 24.14 International admissions	Not addressed	



UNIVERSITY
of HAWAI'I®
MĀNOA

Issue 5.16 Proposed Executive Policy on Programs with Low Numbers	Not addressed	
Achievement Scholarships	Not addressed	
	Meeting adjourned 3:35 p.m.	

Respectfully submitted by Paul McKimmy.

Approved on 4-13-16 with 7 votes in favor of approval as amended and 0 against.