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Committee on Policy and Planning
MEETING MINUTES

MEETING DATE: March 14, 2018
LOCATION: Hawaii Hall 208
ATTENDANCE: [P = Present; A = Absent; E = Excused]

MEMBERS		MEMBERS		MEMBERS		GUESTS	TIME
Carolyn Stephenson	P	Willy Kauai	P				
William Gosnell	P	Ulrich Kozok	P				
James Potemra	P	Nicole Ziegler, via polycom	P				
Joseph Mobley	P	Brent Edwards Jr	P				
Justin Clapp	E	B. Powell - liaison, via polycom	P				

SUBJECT	DISCUSSION / INFORMATION	ACTION / STRATEGY / RESPONSIBLE PERSON
CALL TO ORDER	Meeting was called to order by Chair Stephenson at 3:04 pm	
REVIEW OF MINUTES	1. The meeting minutes of February 28, 2018 were distributed electronically for comments.	February 28, 2018 minutes were approved unanimously as amended. Vote 6-0.
PROPOSAL FOR A BS IN ENGINEERING SCIENCES	1. Discussion continued re: proposed BS in Engineering Sciences program. Committee noted several questions: a) On p. 6 of proposal for Aerospace Engineering they note 72 credit hrs required (instead of correct sum of 73); error was noted and acknowledged by Dean of Engineering; and b) sufficient justification was not provided for requiring more than 120 credits. Subcommittee recommends that the CAPP approve the proposal pending changes noted.	1. J. Potemra to request Dean of Engineering to correct the error in the proposal (re: 72 vs 73 credit hrs); Proposal approved unanimously, pending changes; Vote 8-0
Course Evaluation System	1. Still need to do demographic questions and implementation. Letter sent March 13 by Chair Stephenson to VCAA Bruno	



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	<p>re implementation of CES, including six Manoa common questions, was distributed.</p> <p>2. Implementation of the CES: question of timing, how long should proposed CES be open to students? Shorter time would improve consistency of responses. Should it be available to just after last day of class or to just before or after final exams?</p>	<p>2. Chair will present report on "Implementation of the Course Evaluation System" to Manoa Faculty Senate March 21 meeting.</p>
Credit Removal Policy	<p>1. Discussion continued. Certain schools/departments have sequenced courses where credits from only one of the courses counts. VCAA Bruno recently placed a moratorium on this policy and asked CAPP to review the issue and make a recommendation. One option might be to count the course credits as UH credits, but not to count them in fulfillment of major requirements. Issues: a) is it appropriate for units to award and remove credits? and b) if acceptable, then how should it be best implemented?</p>	<p>1. Propose inviting representative(s) of departments and/or administration involved in this issue for more information at next mtg (4/11/18)</p>
ADJOURNMENT		<p>Meeting adjourned at 4:30 PM</p>

Respectfully submitted by Joseph Mobley, Secretary.

Approved on April 11, 2018 with 6 votes in favor of approval and 0 against.