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Committee on Academic Policy and Planning
MEETING MINUTES

MEETING DATE: September 26, 2018 3:00 PM - 4:30 PM

LOCATION: Hawaii Hall 208

ATTENDANCE: [P = Present; A = Absent; E = Excused]

MEMBERS		MEMBERS		MEMBERS		GUESTS	TIME
Carolyn Dennison	P	Hyoung-June Park	E			None	
William Gosnell	P	Nicole Ziegler	P				
Kristi Govella	E						
Paul McKimmy	P						
Randall Minas	P	C. Stephenson - SEC liaison	P				

SUBJECT	DISCUSSION / INFORMATION	ACTION / STRATEGY / RESPONSIBLE PERSON
CALL TO ORDER	Meeting was called to order by Chair Gosnell at 3:05 PM	
REVIEW OF MINUTES	1. Corrections made	
CHAIR'S REPORT	1. None	
GUESTS	1. None	
BUSINESS	1. <u>Implementation of the Course Evaluation System (CES)</u> Timeline of Manoa implementation of Course Evaluation System [DOC] 20170510 Resolution Towards Implementation of UH-Manoa on CES [DOC] 20180313 CAPP letter to the OVCAA on Course Evaluation System [DOC]	



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	<p>a. One week to be designated for CES; timing is left to CAPP. Proposing Friday through Friday.</p> <p>b. Changing tense of 6 common UHM questions to past tense.</p> <p>c. Should NA or “no answer” an option? Students can already skip questions.</p> <p>d. Elective vs. Required status of the course under review can not be gleaned from Banner. Do we need to collect this from the student? No motion offered.</p>	<p>Motion by P. McKimmy, seconded by N. Ziegler: CES should run 8 days terminating on the Friday after last day of instruction, each semester. Approved unanimously.</p> <p>Motion by P. McKimmy, seconded by W. Gosnell: 6 Common UHM CES questions should be changed to past tense for consistency. Approved unanimously.</p> <p>Motion by P. McKimmy, seconded by W. Gosnell: that CES metrics for the 6 UHM common CES questions should be Strongly Agree, Agree, Neutral, Disagree, Strongly Disagree. No option for “No answer” should be added. Approved unanimously.</p> <p>W. Gosnell & C. Stephenson, to write a letter to D. Halbert & H. Okimoto via SEC with decisions as above.</p>
	<p>2. <u><i>Motion on the UH Manoa Grade Replacement Policy</i></u> [DOC] CAPP resolution has not been implemented. Get a status report.</p> <p>3. <u><i>“Back Credits” Prior Learning Assessment (PLA) issue</i></u> [DOC, VCAA referral] 4.15 Prior Learning Assessment Issue [DOC] and PLA-UHPA Memo. Summary of Issues (per P. McKimmy) LLL addressed CAPP last year, opposing any changes to current back credit practice; either in fee or eliminating credits. Philosophy on</p>	<p>Assigned to Randall Minas for review and follow up.</p> <p>N. Ziegler & P. McKimmy to invite input from larger Senate body and form a proposal for CAPP resolution along with summarized input.</p>



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	<p>University function determines stance on PLA.</p> <p>4. <u><i>Proposal for an Undergraduate Certificate in Sustainability from the College of Social Sciences and College of Tropical Agriculture & Human Resources</i></u> [Authorization to Plan] Pending assignment to a sub-committee member(s).</p> <p>5. <u><i>Proposal for a Bachelor of Science in Construction Engineering in the College of Engineering</i></u> [Proposal]</p> <p>6. <u><i>Proposal for a Masters of Science in Marketing Management</i></u> [Proposal]</p> <p>7. <u><i>Proposal for Master of Science in Information Systems (MSIS)</i></u> [Proposal]</p> <p>8. <u><i>Proposal for a Master of Science in Finance (MSF)</i></u> [Proposal]</p> <p>9. <u><i>Proposal for Undergraduate Certificate in Geospatial Information Science</i></u> [Proposal]</p> <p>10. <i>CAA Policy Proposal - Revision to Undergraduate Academic Actions Policy</i> [Proposal]</p> <p>11. <i>UHM Inclusive Access practices</i> Summary of issues (P. McKimmy)</p>	<p>Pending committee members.</p> <p>R. Minas & C. Dennison to review and report.</p> <p>N. Ziegler & K. Govella to review and report.</p> <p>N. Ziegler & K. Govella to review and report.</p> <p>N. Ziegler & K. Govella to review and report.</p> <p>C. Dennison & R. Minas to review and report.</p> <p>Pending committee members.</p> <p>Reviewed bookstore current practices, UC draft policies/practices for learning data. Invite B. Meinke to address CAPP, R. Minas and P. McKimmy to confer and propose a similar policies and practices for CAPP discussion, and consider interim report from CAPP including summary of issues.</p>
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NEW BUSINESS	1. None	
ADJOURNMENT	The next CAPP meeting will be on October 10, 2018 in Hawaii Hall 208 from 3:00 PM - 4:30 PM.	Motion by W. Gosnel to adjourn; seconded by P. McKimmy Meeting adjourned at 4:45 PM

Respectfully submitted by K. Govella, Secretary.

Approved on October 10, 2018 with 5 votes in favor of approval and 0 against.