

MANOA FACULTY SENATE

Committee on Academic Policy and Planning (CAPP) Meeting Minutes

Meeting Date: August 29, 2012

Location: Hawaii Hall 208

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

Members		Members		Members		Guests	Time
Xu Di	P	Todd Sammons	P				
R Ertekin	P	Ekaterina Sherstyuk	P				
Thao Le	P	Annette Wong	P				
Stacey Roberts	P	Kate Zhou	P				
Maya Saffery	P	Carolyn Stephenson (SEC Liaison)	P				

Subject	Discussion/ Information	Action/Strategy/Responsible Person/s
CALL TO ORDER	The meeting was called to order at 2:30 p.m. by SEC Liaison to CAPP Carolyn Stephenson.	
MINUTES		
NEW BUSINESS	Stacey Roberts nominated Todd Sammons as Chair. Recording of minutes will be rotated through committee members.	Todd Sammons was unanimously elected Chair.
	The committee considered appointment of a member to the Committee on Academic Procedures.	Stacey Roberts was unanimously appointed to the 1-year term on the Committee on Academic Procedures.
	CAPP set up subcommittees to work on and report back for committee deliberation on each of the issues before it.	Carryover 2011-12 Issues #23.12: High DFIW course Follow Up (*CAPP / MAC / GEC) Todd Sammons, Xu Di #26.12: Undergraduate degree plan implementation Annette Wong, Maya Saffery #55.12: Office of Student Affairs Course Subject Code (*CAPP / CPM / CSA) Stacey Roberts, Xu Di New 2012-13 Issues #9.13: Governance of Interdisciplinary Programs Todd Sammons, Ekaterina Sherstyuk

Subject	Discussion/ Information	Action/Strategy/Responsible Person/s
		#10.13: Counting Course Credits on Cross-Listed Courses Stacey Roberts, Kate Zhou #11.13: Campus Navy ROTC Cengiz Ertekin, Kate Zhou #12.13: Admissions Policy Stacey Roberts, Thao Le #13.13: Streamlining of Administrative Procedures with Regard to Course Approvals Maya Saffery, Xu Di #14.13: Examining the Value of Assessment (*CPM / CAPP / CAB / MAC) Ekaterina Sherstyuk, Cengiz Ertekin #21.13: Advising Students (*CSA / CAPP) Thao Le, Annette Wong Follow-Up Issues #49.12: Registration Waitlisting CAPP whole committee as needed #54.12: Memo & report from Grade Replacement Policy Task Force CAPP whole committee as needed
	Scheduling CAPP meetings.	CAPP agreed to meet Wednesdays 2:30-4 p.m. Fall 2012, every other week. (9/12, 9/26, 10/10, 10/24, 11/7. 11/28 &/or 12/5)
ADJOURNMENT	The meeting was adjourned at 3:45 p.m.	

Respectfully submitted by Carolyn Stephenson, SEC Liaison.
Approved.