



COMMITTEE ON ACADEMIC POLICY AND PLANNING
MEETING MINUTES

MEETING DATE: November 13, 2013
LOCATION: Hawaii Hall 208
ATTENDANCE: [P = Present; A = Absent; E = Excused]

MEMBERS		MEMBERS		MEMBERS		GUESTS	TIME
CHESNEY-LIND, Meda	P	RAI, Sarita	P	STEPHENSEN, Carolyn	E	Krystyna Aune	1:00-1:45pm
ERTEKIN, R Cengiz	P	SAFFERY, Maya	P	VALENZUELA, Hector	P	Lisa Wong	1:00-1:45pm
ITO, Ken	P	SIMANU-KLUTZ, Fata	P	WERTHEIMER, Andrew	P		
QURESHI, Kristine	E	SORENSEN, Trevor	E	WOODRUFF, Rosemarie	P		

SUBJECT	DISCUSSION / INFORMATION	ACTION / STRATEGY / RESPONSIBLE PERSON
CALL TO ORDER	The meeting began at 1:05	
BACKGROUND ON ISSUE #10:14 POLICY OF EXCLUSION OF NON-SYSTEM JUNIOR COLLEGE CREDITS IN EXCESS OF 60 CREDITS	<p>Guests, Krystyna Aune (Interim Associate VCAA) and Lisa Wong (from Student Academic Services), provided background on the differing treatment of transfer credits for system and non-system junior college students. Krystyna explained that the issue first came up at the “2-4 year transfer” working group that she chairs, a group that came out of the Committee on Enrollment Planning convened by the VCAA and VC for Students. They both clarified that there is only one existing UHM policy that limits the amount of transfer credits non-system/out-of-state junior college students can count towards their 120 total credits to graduate (60 max). There is no similar policy for UH system/in-state transfer students. There are only the 30 in-residence credits and 45 upper division credits that are required for all UHM students.</p> <p>This is a historical policy that may no longer be relevant with the increase in accreditation standards for CC’s. There is no real institutional memory regarding the rationale that led to the creation of this policy. Lisa and Krystyna see that the existing 60 credit limit policy has negative impacts on non-system/out-of-state students (1 in 12 students are impacted by the existing policy).</p> <p>Lisa and Krystyna see a problem with the differential treatment of these two groups of students and suggest that CAPP consider eliminating the existing 60 credit policy for non-system/out-of-state students as a way to make things more equitable. In other words, they are suggesting that</p>	<p>In a subsequent debriefing after the guests left, CAPP agreed that the Council for Academic Advisors and/or the VCAA needs to provide data that answers these questions before CAPP can make an informed decision:</p> <ul style="list-style-type: none"> what is the number of students that this policy change might affect in a given year? what are the standards/ existing policies for transfer of junior/ community college credits from our peer and benchmark institutions? <p>The Chair will send a letter to Krystyna & Lisa asking for this data with a cc to Sarita and Meda (CAPP members in charge of this issue).</p>



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	there be no limit to the number of transfer credits a junior/community college student can count towards their 120 total credits to graduate. In their opinion, the consequences of moving in this direction may have a positive impact on retention and graduation rates and numbers of transfer students wanting to come to UHM while decreasing the number of disgruntled students. However, they were unable to give us specific data on how many students this policy change would affect.	
MINUTES	The minutes of the 10/23/13 meeting were amended and accepted. F. Simanu-Klutz, assigned alphabetically, served as recorder for these minutes.	Amended minutes passed unanimously with 9 votes in favor.
CHAIR ANNOUNCEMENTS	1. New items for the December Faculty Senate agenda need to be sent to Kristin by November 25 th . 2. Senate Committee reports are due to Kristin on November 25 th . 3. Nikki Deville is the new Senate GRA. She welcomes research tasks from the committees	Teams are to provide Maya with written updates on decisions and progress made related to their CAPP issues by Nov 21 st . She will compile these into a full CAPP report and submit to Kristin. Sub-committees can contact Kristin about research requests for Nikki, cc-ing Maya.
SUB COMMITTEE UPDATES ON ISSUES	TOP PRIORITY ISSUES 14:14 Bachelor of Environmental Design (Cengiz, Kristine, Ken, Hector): The initial thought of some sub-committee members is that the proposal is strong and straight-forward (in essence the authors are asking for a name change for their degree with no significant curriculum changes). Other members of the sub-committee still need to review the proposal. 15:14 Bachelor of Science in Astrophysics & Bachelor of Arts Degree in Astronomy (Andrew, Cengiz, Trevor). Some members of the sub-committee reported that the proposal is strong overall but there are some questions that need to be addressed by the authors. The sub-committee will meet to discuss initial thoughts and plan next steps.	Sub-committees for both Bachelor's proposals will continue reviewing the proposals, compare them to similar programs at other institutions, prepare a list of strengths and concerns/questions, and organize a meeting with the authors of the proposals to get their questions answered (TBD is if these meetings will be with the sub-committees only or with all of CAPP or both). They will update CAPP on their progress and next steps at the next meeting on 11/27/13. Chairs of these sub-committees will inform the Chair if they would like to invite the authors to an upcoming CAPP meeting.



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	<p>OTHER ISSUES</p> <p>13:13 Streamlining of Administrative Procedures with Regards to Course Approvals (Maya and Meda). The SEC is asking CAPP to provide names of two people to represent the Mānoa faculty on the Kualī implementation/design team. It appears that this request is related to our suggestion to Myrtle that the VCAA contact the SEC when Mānoa faculty are needed to help with this work. But before CAPP can meet this request, clarification on what exactly this work will entail and the time commitment is needed.</p> <p>11:14 Classroom Attendance Policy (Kristine and Sarita). Still awaiting requested data from VCAA.</p> <p>10:13 Counting Course Credits on Cross-Listed Courses (Andrew, Meda, Fata). The sub-committee talked to the University Registrar, Stuart Lau, and he said that cross-listed courses are indeed tracked using STAR and BANNER; however, a course might not be listed as cross-listed if a department chair does not note that when submitting the list of courses for the new semester. However, the Registrar might still catch this since that would be a problem if the two CRNs are meeting at the same room at the same time.</p> <p>12:13 Admissions Policy (Rosie and Ken). The sub-committee is currently looking into the history and rationale behind the admissions office transfer policies, which require a minimum GPA of 2.0 for Hawai'i residents, while non-Hawai'i residents are required to have a minimum GPA of 2.5. These provisions differ from those in the Executive Policy on Student Transfer and Inter-Campus Articulation (E5.209, 8/25/2006) which—instead of using Hawai'i residency as a standard—states that UH community college students with 24 credits or an AA degree will be admitted to UHM with a 2.0 GPA. The questions then are: Why does this difference exist? Who made the policy? What if the GPA were lowered to 2.0 for everyone or increased to 2.5 for everyone? There is also concern about potential negative impacts of raising the GPA on Hawaiian and Pacific Islanders. The sub-committee is still waiting for the admissions office to provide data on the impact upon admissions and enrollment of raising the minimum GPA for all transfer students to 2.5.</p> <p>9:13 Governance of Interdisciplinary Programs (Cengiz, Fata, Hector). This sub-committee had nothing to report given the ambiguity of roles of those assigned to this issue. Roles were clarified, thus taking the lead are Fata and Hector; Cengiz will assist as needed. There is a need to explore the lay of the land in terms of what different models of interdisciplinary programs exist at UHM.</p>	<p>The Chair will follow-up with Kristin and get back to CAPP.</p> <p>Andrew will send everyone an update via email. No more action is required to address this issue.</p> <p>Rosie will email Kristin, cc-ing Maya, asking for help from Nikki (new MFS GRA) to research into the background of these differing GPA policies: did they originate in the faculty senate, and if so, what was the rationale/discussion around this issue?</p> <p>Sub-committee will examine the CAPP report from the previous year as a starting point.</p>



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	<p>21:13 Advising Students (CSA/CAPP) (Fata & Rosie). This issue is a carryover from last year's committee. Carolyn was able to confirm that the SEC still finds this issue important. Fata and Rosie are to look into the following things: 1) the origin and effects of certain admission policies and initiatives. Of particular concern is the 15-to-finish initiative promoted by the Office of the Executive VP for Academic Affairs (Linda Johnsrud) and how effective is the advising students are getting linked to this initiative? 2) How well is the transfer of A&S advisors to their respective colleges/departments doing? 3) The possibility of talking to Ron Cambra about this issue.</p> <p>All follow-up and monitor-only issues were tabled.</p>	<p>Fata and Rosie will contact Ron Cambra and Linda to see what exactly is meant by 15 to finish. Rosie to talk to Kristin on the feasibility of surveying advisors and faculty on this question. Maya will follow up with Carolyn regarding relationship of Ron Cambra to this issue.</p>
ADJOURNMENT	The meeting was adjourned at 2:45PM	Next meeting: November 27 th 2013

Respectfully submitted by Fata Simanu-Klutz

Approved on November 27, 2013 with 7 votes in favor of approval and 1 abstention.