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Committee on Policy and Planning
MEETING MINUTES

MEETING DATE: April 25, 2018
LOCATION: Hawaii Hall 208
ATTENDANCE: [P = Present; A = Absent; E = Excused]

MEMBERS		MEMBERS		MEMBERS	GUESTS	TIME
Carolyn Stephenson	P	Willy Kauai	P		Stephanie Kraft-Terry, Vice-Chair of Council of Academic Advisors	3:30 pm - 4:30 pm
William Gosnell	E	Ulrich Kozok	P		Deborah Halbert AVCAA	3:30 pm-4:30pm
James Potemra	P	Nicole Ziegler	P			
Joseph Mobley	P	Brent Edwards Jr	P			
Justin Clapp	P	B. Powell - liaison	P			

SUBJECT	DISCUSSION / INFORMATION	ACTION / STRATEGY / RESPONSIBLE PERSON
CALL TO ORDER	Meeting was called to order by Chair Stephenson at 2:40 pm when a quorum became available	
REVIEW OF MINUTES	1. The meeting minutes of April 11, 2018 were distributed electronically for comments.	April 11, 2018 minutes were approved unanimously as amended. Vote 6-0.
TOEFL REQUIREMENTS	1. N. Ziegler presented revised version of letter to Chancellor for committee review indicating that the Committee saw no need for a change.	Final draft reviewed and approved unanimously (Vote 6-0).
NEW ISSUES	1. Authorization to Plan for Undergraduate Certificate in Geospatial Information Sciences 2. Three Masters degrees in Shidler: MS in Finance, MS in Information Systems, MS in Marketing Management 3. Council of Academic Advisors proposal for revision to the Academic Actions Policy	



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	SEC agrees that these issues will not be taken up by CAPP until next year and has informed the requesters of this.	
CREDIT REMOVAL POLICY	1. Further discussion in light of D. Ross' information presented at 4/11/18 meeting. S. Kraft-Terry (guest) pointed out that implementation of this policy is inconsistent across programs (e.g., some students had their credits deleted, others did not). There are many programs requiring sequenced courses where only one course counts, however Math 131 and Chem 134 are the areas of greater concern (i.e., where credits are removed).	1. Committee agreed unanimously (7-0) to recommend end of credit removal policy. J. Clapp will draft a resolution for review at next meeting
GRADE REPLACEMENT POLICY RENEWAL	1. Based on earlier approved MFS resolutions from 2011 and 2012 committee discussed why limit of 3 courses as from 2011 resolution had not been accomplished. Issue is whether Banner can limit grade replacement to 3 courses. Issue is whether to revise or simply renew as is.	1. J. Clapp sent email to OVCAA/Halbert asking the status of administration request to Banner on its capability to limit grade replacement to 3 courses.
NEXT MEETING	1. CAPP agreed to add a meeting May 2 from 3:30 to 4:30pm.	
ADJOURNMENT		Meeting adjourned at 4:45 PM

Respectfully submitted by Joseph Mobley, Secretary.

Approved on May 2, 2018 with 6 votes in favor of approval and 0 against.