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Committee on Academic Policy and Planning
MEETING MINUTES

MEETING DATE: **October 10, 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	E	Hyoung-June Park	P			None	
William Gosnell	E	Nicole Ziegler	P				
Kristi Govella	P						
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 Vice Chair McKimmy at 3:04 PM.	
REVIEW OF MINUTES	1. No amendments	Motion by R. Minas to approve, unanimously approved
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>20181008 CAPP Letter to Hae and OVCAA on Course Evaluation System [DOC]</p> <p>a. Letter sent on 10/8 by W. Gosnell and C. Stephenson to D. Halbert and H. Okimoto via SEC with decisions made on 9/26 about common CES questions.</p> <p>2. <u><i>Proposed Future CAPP Meeting Dates</i></u> Held in Hawaii Hall 208 unless otherwise noted:</p> <p>a. October 24, 3-4:30 pm b. November 7, 3-4:30 pm c. November 21, 3-4:30 pm d. Dec 5, 3-4:30 pm (Hawaii Hall 209) e. January 9, 3:30-5 pm f. January 23, 3-5 pm g. February 6, 3-5 pm h. February 13, 3:30-5 pm i. February 27, 3-5 pm (Hawaii Hall 209) j. March 6, 3:30-5 pm k. April 3, 3-5 pm l. April 10, 3:30-5 pm m. April 24, 3-5 pm (Hawaii Hall 209) n. May 1, 3-5 pm (Hawaii Hall 209)</p> <p>3. <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>4. <u><i>“Back Credits” Prior Learning Assessment (PLA) issue</i></u> [DOC, VCAA referral] 20140924 PLA-UHPA Memo [DOC] 4.15 Prior Learning Assessment Issue [LINK] Summary of issues per P. McKimmy [DOC] LLL addressed CAPP last year, opposing any changes to current back credit practice; either in fee or eliminating credits. Philosophy on University function determines stance on PLA.</p>	<p>All CAPP members should review their calendars and identify potential conflicts.</p> <p>Assigned to R. Minas for review and follow-up.</p> <p>Tabled for 10/24/18 meeting. N. Zeigler & P. McKimmy will continue research on other institutions’ practices in preparation to invite input from larger Senate body and form a proposal for CAPP resolution along with summarized input.</p>
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	<p>5. <u><i>Proposal for an Undergraduate Certificate in Sustainability from the College of Social Sciences and College of Tropical Agriculture & Human Resources</i></u> [Proposal] Pending assignment to sub-committee member(s).</p> <p>6. <u><i>Proposal for a Bachelor of Science in Construction Engineering in the College of Engineering</i></u> [Proposal] [Resources] Authorization to Plan [DOC] a. CAPP acknowledges receipt of proposal</p> <p>7. <u><i>Proposal for a Masters of Science in Marketing Management</i></u> [Proposal]</p> <p>8. <u><i>Proposal for Master of Science in Information Systems (MSIS)</i></u> [Proposal]</p> <p>9. <u><i>Proposal for a Master of Science in Finance (MSF)</i></u> [Proposal]</p> <p>10. <u><i>Proposal for Undergraduate Certificate in Geospatial Information Science</i></u> [Proposal]</p> <p>11. <u><i>CAA Policy Proposal - Revision to Undergraduate Academic Actions Policy</i></u> [Proposal]</p> <p>12. <u><i>UHM Inclusive Access Practices</i></u> Summary of Issues per P. McKimmy [DOC]</p>	<p>C. Stephenson to invite M. Coffman, M. Price, and A. Kimura to address CAPP on 10/24/18. All CAPP members should review materials prior to meeting.</p> <p>R. Minas, C. Dennison and H. Park to review and report. H. Park to share as appropriate within Architecture, summarize potential for overlap to CAPP.</p> <p>N. Ziegler & K. Govella to draft a resolution for committee review.</p> <p>R. Minas to add an addendum with data on student interest. N. Ziegler & K. Govella to draft a resolution for committee review.</p> <p>N. Ziegler & K. Govella to draft a resolution for committee review.</p> <p>R. Minas to draft a resolution for committee review.</p> <p>P. McKimmy will invite CAA to a CAPP meeting. All CAPP members will review proposal.</p> <p>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>
NEW BUSINESS	1. None	



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ADJOURNMENT	The next CAPP meeting will be on October 24, 2018 in Hawaii Hall 208 from 3:00 PM-4:30 PM.	Motion by R. Minas to adjourn; seconded by N. Ziegler. Meeting adjourned at 4:25 PM.
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Respectfully submitted by Kristi Govella, Secretary.

Approved on October 24, 2018 with 6 votes in favor of approval and 0 against.