



UNIVERSITY  
of HAWAII®  
MĀNOA

**COMMITTEE ON Academic Policy and Planning**  
**MEETING MINUTES**

**MEETING DATE:** September 23, 2015  
**LOCATION:** 208 Hawaii Hall  
**ATTENDANCE:** [P = Present; A = Absent; E = Excused]

MEMBERS		MEMBERS		MEMBERS		GUESTS	TIME
BHATTACHARYA, Torsha	P	JOHNSON, Shannon	P	BUTLER, Marguerite SEC liaison	P		
COFFMAN, Makena	P	MCKIMMY, Paul	P				
DANIEL, Marcus	P	IRVINE (SORENSEN), Christine	P				
ERICSON, David	E	STEPHENSON, Carolyn	P				
GOSNELL, William	P	WARD, Cynthia	P				

SUBJECT	DISCUSSION / INFORMATION	ACTION / STRATEGY / RESPONSIBLE PERSON
<b>CALL TO ORDER</b> 3:00 p.m.		
<b>CHAIR &amp; LIAISON REPORTS</b>	<p>Marguerite: SEC hoping committees will be more proactive, take action on issues of interest without waiting for SEC to refer the issue.</p> <p>Carolyn: requested agenda items Today: Set up subcommittees for issues. Introductions.</p> <p>Marguerite: Space planning comments “master plan” lacking faculty input, seems to be nonstrategic. Impacts academic planning. What is the status of classrooms? Had been moved to VCAA for centralized scheduling. Classrooms being converted to special use. Revisit prior CAPP resolution provisional??</p> <p>Carolyn: New executive policy on small programs.</p>	



UNIVERSITY  
of HAWAII®  
MĀNOA

<b>CAPP SCHEDULE</b>	CAPP scheduled for Hawaii Hall 208 on Sept 23rd, Oct 14th, Oct 28th, and Dec 9th from 3 pm to 4:30 pm. No November meeting as of today.	
<b>MINUTES</b>	Christine Irvine made motion to approve minutes. Shannon Johnson seconded. Motion passed.	
<b>CAPP ISSUE REVIEW AND SUBCOMMITTEE APPOINTMENTS</b>	<p>Carolyn reviewed open CAPP issues.</p> <ul style="list-style-type: none"> <li>● Issue 18.13 Quantitative reasoning subcommittee may be coming forward with proposal.(Carolyn will be liaison)</li> <li>● Issue 21.13 Need to decide whether to follow up to advising information related to 15 to finish. (Shannon will monitor for now)</li> <li>● Issue 24.14 Need to monitor what the admissions office is proposing to put on website about SAT/ACT requirements and admissions requirements for international students (contact Roxie Shabazz, new Admissions Director)(Makena will make contact)</li> <li>● Issue 54.12 Grade replacement policy task force was monitoring. Now move to an active issue related to plagiarism. (Cynthia, Torsha, Makena, Shannon)</li> <li>● Issue 51.12 Exception request for 45 hour upper division rule program coming from College of Natural Sciences. (Christine, William)</li> <li>● 13.13 Streamlining administrative procedures related to course approvals (Torsha to monitor)</li> <li>● 13.14 Kual Curriculum Management System (Torsha to monitor) <ul style="list-style-type: none"> <li>○ Call April in VCAA, what did she find out at last meeting</li> </ul> </li> <li>● New issue: Executive policy on small program size (Marcus, Paul, Christine) <ul style="list-style-type: none"> <li>○ Look at carefully, possibly strong statement from CAPP, should not be an executive.</li> </ul> </li> </ul>	
For possible discussion next time	Classroom space planning	
<b>ADJOURNMENT 4:05PM</b>		



UNIVERSITY  
*of* HAWAII®  
MĀNOA

---

Respectfully submitted by Christine Sorensen Irvine

Approved as corrected on October 14, 2015 with 6 votes in favor of approval and 0 against and 2 abstentions.