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Committee on Academic Policy and Planning
MEETING MINUTES

MEETING DATE: February 6, 2019 3:00 PM - 5:00 PM
LOCATION: Hawaii Hall 208
ATTENDANCE: [P = Present; A = Absent; E = Excused]

MEMBERS		MEMBERS		MEMBERS		GUESTS	TIME
Carolyn Dennison	P	Randall Minas	P				
Lori Fulton	P	Truc Nguyen	P				
William Gosnell	P	Nicole Ziegler	E				
Kristi Govella	E						
Paul McKimmy	P	Carolyn Stephenson (SEC Liaison)	P				

SUBJECT	DISCUSSION / INFORMATION	ACTION / STRATEGY / RESPONSIBLE PERSON
CALL TO ORDER	Meeting was called to order by P. McKimmy at 3:06 PM.	
REVIEW OF MINUTES	1. P. McKimmy will edit the Chair's Report for January 23rd, 2019 meeting.	Tabled pending Chair's Report notes.
CHAIR'S REPORT	1. E. Morita and S. Furuto preparing UH policy "containing online protections." Terms-of-service best practices were sent to Bookstore's IDAP publishers. There is a recent lawsuit over "inclusive access." 2. There is a meeting tomorrow regarding the process for review of graduate programs.	
GUESTS	1. None	
BUSINESS	1. <u>Course Evaluation System</u> There were some issues with the timing of the message sent to undergraduate students about the availability of the survey.	Pending response from H. Okimoto. C. Stephenson will follow up.



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	<p>2. <u><i>Graduate Council</i></u> CAPP will consider issues of coordination with Graduate Council. CAPP asked why the Graduate Council approvals of programs do not come to the Faculty Senate for approval as do the recommendations of other Senate committees. Should both graduate and undergraduate academic matters come to subcommittees of CAPP?</p>	<p>CAPP would like a draft resolution to be included in any program proposal that Graduate Council sends to OVCAA. CAPP unanimously agrees that decision to forward to MFS should come from CAPP through the SEC.</p>
	<p>3. <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]</p>	<p>The proposers are planning to send a revision to CAPP. Nothing further has been received to date.</p>
	<p>4. <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>Assigned to R. Minas for review and follow-up. Additional insight is desired as to whether this is a technical or policy hurdle.</p>
	<p>5. <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>Tabled. 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>
	<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]</p>	<p>CAPP has requested that this be added to the February MFS agenda.</p>
	<p>7. <u><i>Proposal for an Undergraduate Certificate in Earth and Planetary Exploration</i></u> [Proposal] [Draft Resolution]</p>	<p>P. McKimmy will forward formal referral to SEC to request to add to February MFS meeting.</p>



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	8. <u><i>Revision to Undergraduate Academic Actions Policy</i></u> [Corrected Memo]	A resolution was drafted by C. Dennison and approved by CAPP via email on 1/28. It was placed on the February MFS agenda.
NEW BUSINESS	1. UHM Staff Senate and Congress a. Draft charter: https://manoa.hawaii.edu/staffcongress/ b. Open Forum, Feb 8, 2019 2:00-3:00pm Art Auditorium i. Online: go.hawaii.edu/G2D	T. Nguyen to attend and make a statement from CAPP.
ADJOURNMENT	The next CAPP meeting will be on February 27, 2019 in Hawaii Hall 209 from 3:00 PM-5:00 PM.	Motion by W. Gosnell to adjourn; seconded by T. Nguyen; unanimously approved. Meeting adjourned at 4:26 PM.

Respectfully submitted by K. Govella, Secretary.

Approved on March 6, 2019 with 6 votes in favor of approval and 0 against.