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### COMMITTEE ON Academic Policy and Planning

MEETING MINUTES: APPROVED SEPTEMBER 23, 2015

**MEETING DATE:** September 2, 2015  
**LOCATION:** 215 Edmondson Hall  
**ATTENDANCE:** [P = Present; A = Absent; E = Excused]

MEMBERS		MEMBERS		MEMBERS		GUESTS	TIME
BHATTACHARYA, Torsha	P	JOHNSON, Shannon	P	BUTLER, Marguerite SEC liaison	P	Allison Stewart	3:35 pm
COFFMAN, Makena	P	MCKIMMY, Paul	P				
DANIEL, Marcus	P	IRVINE (SORENSEN), Christine	P				
ERICSON, David	P	STEPHENSON, Carolyn	P				
GOSNELL, William	P	WARD, Cynthia	E				

SUBJECT	DISCUSSION / INFORMATION	ACTION / STRATEGY / RESPONSIBLE PERSON
<b>CALL TO ORDER</b> 3:00 p.m.	Introduction of members	Marguerite Butler
<b>Election of officers</b>	<p>Carolyn Stephenson nominated for chair by Marcus Daniel, seconded by David Ericson.</p> <p>Christine Sorensen Irvine nominated for vice chair.</p> <p>Marcus Daniel nominated for vice chair</p> <p>Committee voted to have two-vice chairs.</p> <p>Paul McKimmy nominated to be secretary</p> <p>Chair Carolyn Stephenson</p>	



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	Vice Chair Christine Sorensen Vice Chair Marcus Daniel Secretary Paul McKimmy	Voted in unanimously
<b>Time of meetings</b>	CAPP will meet on the 4th Wednesday of every month in HH208 and on the 2nd Wednesday of the month on an as-needed basis.	Marguerite will reserve HH208. Edmondson 215A is backup location
<b>New Issue 1</b>	<p>Discussion of exception to 45 hour upper division rule for additional programs in Natural Sciences. Biology and Chemistry already have exceptions. Microbiology and Botany would also like to have the same exception. Allison Stewart, Chair of Botany presented request. Recommended to use template from other proposals already approved and submit to CAPP.</p> <p>Carolyn requested 1 week lead time for CAPP to review, expected for next meeting.</p> <p>Recommendation for committee to review the 2012 document granting exception to Biology and Chemistry. Background information available at: <a href="http://www.hawaii.edu/uhmfs/documents/2013_14/20140507_motion_naturalsciences.html">http://www.hawaii.edu/uhmfs/documents/2013_14/20140507_motion_naturalsciences.html</a></p> <p>Suggestion to contact the Dean of Natural Sciences, inquire as to other departments that should be considered simultaneously, saving future reviews.</p>	Carolyn will contact Dean of Natural Sciences
<b>New Issue 2</b>	SEC to CAPP: Should a student who fails a class for academic dishonesty/plagiarism be able to re-take the class for a grade replacement. Review of policies. Ambiguity as to whether repeating the class was students, instructors, department's or Manoa-wide purview. Agreement to take this on as an issue to review.	



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	<p>As part of program review (not being asked for by reviewers). Faculty asked to put on CV, nontraditional information by VCAA office: number of papers, classes taught, other summary metrics. Concerns: workload evaluation.</p> <p>Recommend refer to CPM.</p>	<p>CAPP will reconsider issue if referred to them by CPM and SEC</p>
18.13	<p>Issue #18.13 from Quantitative Reasoning general education core. Working group recommended they consider hallmarks. General Education Committee to develop hallmarks and implementation plan with support from CAPP. Working group is now disbanded. WASC has been pushing against symbolic reasoning in favor of quantitative reasoning.</p> <p>Carolyn suggests: Setting up subcommittee across GEC and CAPP? Math dept. needs to be involved.</p> <p>CAPP will take on issue when referred by SEC.</p>	<p>Carolyn will contact GEC chair; Marguerite to contact Bonnyjean.</p>
	<p>Carolyn Stephenson, Chair of CAPP 2014-15, reviewed issues and process from 2014-15. Had ad-hoc subcommittees to track issues. Rotated minutes.</p> <p>Issue #4.15 Prior Learning Assessment (PLA): Continue to monitor legislative action. Other campuses are in favor, UHM is not.</p> <p>Issue #9.13 How to more effectively manage interdisciplinary programs. Governance issues.</p> <p>Issue #13.15 Dual credit legislation - bill expanding to high school freshmen and sophomores. System supports. CAPP and SEC have opposed.</p>	



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	<p>Issue #21.13 Fifteen to Finish issue with advising. Gathered data from A&amp;S. Monitor.</p> <p>Issue #24.14 SAT/ACT for international admissions. Potential new language to be proposed from Roxie Shabazz, Director of Admissions, who has agreed they need to consult with CAPP.</p> <p>Issue #26.12 Undergrad degree plan implementation. Connected to Fifteen to Finish.</p>	
ADJOURNMENT		

Respectfully submitted by Paul McKimmy.

Approved on 9-23-15 with 8 votes in favor of approval and 0 against.