



COMMITTEE ON ACADEMIC POLICY AND PLANNING
MEETING MINUTES

MEETING DATE: February 26, 2014
LOCATION: Hawaii Hall 208
ATTENDANCE: [P = Present; A = Absent; E = Excused]

MEMBERS		MEMBERS		MEMBERS		GUESTS	TIME
CHESNEY-LIND, Meda	P	RAI, Sarita	E	STEPHENSON, Carolyn	P	D. Halbert & M. Stitt-Bergh	1:05-1:20
ERTEKIN, R Cengiz	P	SAFFERY, Maya	P	VALENZUELA, Hector	P		
ITO, Ken	P	SIMANU-KLUTZ, Manumaua	P	WERTHEIMER, Andrew	P		
QURESHI, Kristine	E	SORENSEN, Trevor	P	WOODRUFF, Rosemarie	P		

SUBJECT	DISCUSSION / INFORMATION	ACTION / STRATEGY / RESPONSIBLE PERSON
CALL TO ORDER	The meeting began at 1:05.	
MINUTES	The minutes of the February 12, 2014 meeting were accepted with no amendments. R. Woodruff, assigned alphabetically, served as the recorder for these minutes.	Minutes passed with 9 votes in favor.
ILO Implementation: Guest Speakers Debora Halbert & Monica Stitt-Bergh of the UHM ILO Implementation Committee	<p>Debora Halbert & Monica Stitt-Bergh of the Institutional Learning Objectives (ILOs) Implementation Committee reviewed the website on ILO's with CAPP and then reviewed their kuleana as an implementation committee as well as their timeline for implementation.</p> <ul style="list-style-type: none"> WASC wants holistic assessment of undergraduate students based on ILO's. VCAA has requested determination of links between ILO's and WASC core competencies (memo introduced to CAPP last year). The WASC core competencies are already embedded in the ILOs and thus no change to the ILOs is necessary. Furthermore, no changes to Gen Ed, college, or major requirements are needed at this time except for quantitative reasoning through Gen Ed. Instead, it requires symbolic reasoning. The Foundations Board and Gen Ed Committee are currently examining options since quantitative reasoning is one of the WASC core competencies. The UHM-1 Form to propose a new course now requires explanations of how the new course aligns with program learning objectives (PLOs) and ILO's. In 2015, ILO's will be integrated into program review and annual assessment report guidelines. **Even though addressing ILOs in proposals for new degree programs will not go into effect until 2015, they recommended that faculty generating new programs/degrees start using the ILO's now as a planning tool to help them develop an undergraduate program that fits 	<p>**CORRECTION— After the meeting, M. Stitt-Bergh corrected this statement: the formal process to establish a new program will NOT change in 2014 or 2015 as she stated it would in the meeting. Faculty/ departments proposing new programs will NOT be asked to describe in the official documents how their proposed degree aligns with the ILOs in the near future.</p>



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	<p>the faculty's vision of what Mānoa graduates should leave with. A final recommendation for the next CAPP committee from a current CAPP member is to consider ILO's when reviewing degree proposals even though it is not required in the guidelines yet.</p> <p>CAPP members who have further questions or suggestions for the implementation of the ILOs should contact Debora as Chair of the Implementation Committee.</p>	
Issue #15.14: BS in Astrophysics & BA in Astronomy	<p>After a brief discussion of the draft resolution, CAPP voted unanimously to forward the resolution as is to the MFS for consideration and final approval.</p> <p>Chair excused herself from presenting resolution on BS in Astrophysics & BA in Astronomy at the MFS meeting. Cengiz or Trevor (depending on who is available) will present the resolution at the March 19th senate meeting.</p>	<p>Resolution approved with 9 votes in favor.</p> <p>Chair will ask Kristin to post the Q&A document between CAPP and the authors, the final proposal, and the CAPP resolution on the agenda for the next MFS meeting (March 19, 2014).</p> <p>Chair will invite authors of the proposal to attend the March senate meeting to help answer questions about their proposal.</p>
Issue #13.13: Streamlining of Administrative Procedures with Regard to Course Approvals	<p>Maya & Meda updated the committee on progress made by the Kualī Curriculum Management Implementation Committee. Questions from the UHM-1 & 2 forms are currently being grouped into categories. A meeting will be set up for Maya and Meda to get a more detailed update from Wendy Pearson (OVCAA) since the Kualī meetings so far have been scheduled when Maya & Meda were unavailable. So far, the list of questions has no assessment components included beyond what we are already required to include in the UHM-1 & 2 forms in terms of SLOs.</p>	
Issue #9.13: Governance of Interdisciplinary Programs	<p>The subcommittee for this issue produced a report based on their review of the UHM Interdisciplinary Studies (IS) Program's Self-Study Report and accompanying External Program Review Report. Their analysis of the two reports produced 3 findings/recommendations:</p> <ol style="list-style-type: none"> 1. IS has the second largest number of majors after psychology. IS is under-resourced to meet its current goal of advising so many students. In the short-term, IS may benefit from increased staffing (APT rather than instructional faculty) to focus on advising. 2. Student satisfaction with advising, a concern raised in the External Program Review Report, is an issue that needs further investigation. 3. In the long run there needs to be more strategic planning on a campus-wide level in order to talk about how to encourage more interdisciplinarity. 	



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	<p>Below is summary of the kinds of comments/concerns/suggestions that were raised during CAPP's discussion of the subcommittee's report and the larger issue of interdisciplinary studies (in all its forms) at UHM:</p> <ul style="list-style-type: none"> It was acknowledged that IS was established for quality programs that were not yet individual departments, e.g., women studies that is now a department. IS serves a good function in allowing crossover to other colleges when studies cannot be placed in particular departments. Concerns were raised about existing programs run through IS questioning the quality of degrees crafted by students and the quality of advising of those students. It was also pointed out that IS is an option that can motivate students, i.e., allowing them to pursue degrees with a passion instead of just taking courses to meet requirements for a degree they are not passionate about. There are also many examples of very motivated students who have developed quality degree programs mentored by dedicated faculty advisors. It was recognized that the purpose of this CAPP issue was not to evaluate the existing IS program only but to examine models for interdisciplinary studies at UHM so that these programs are supported and function well. It would be useful to look at other interdisciplinary programs on campus besides IS as well as interdisciplinary programs at other institutions. The possibility of placing interdisciplinary programs in a dean's office, for example, may take resources away from other departments. A larger concern is how to manage interdisciplinary programs that contain faculty in its own field and also in a larger interdisciplinary field, e.g., Peace Studies, Population Studies. It was pointed out that all of this is a massive task that may not be needed at this time since administration is not making the request and it may not be a top priority. It was also pointed out that how faculty members handle emerging fields is beyond the scope of this committee. 	<p>In the end, CAPP decided that the report by the subcommittee about the current state of the Interdisciplinary Studies Program at UHM was sufficient for now given that the task to investigate all models of interdisciplinary studies at UHM and at other institutions was deemed by many as too massive of an undertaking for CAPP. In addition, this issue was raised on a faculty feedback survey administered by the SEC in 2012 and not prioritized by the administration so CAPP decided no further work on this issue was to be done at this time.</p>
Issue #21.13: Advising Students	Members of this subcommittee are drafting a survey for academic advisors that they will present to CAPP at the next meeting.	
Issue #10.14: Policy of Exclusion of Non-System Junior College Credits in Excess of 60 credits	The memo crafted by the subcommittee on this issue and discussed at the last CAPP meeting was sent to Krystyna Aune. We are awaiting a response.	
ADJOURNMENT	The meeting was adjourned at 2:30. Next meeting scheduled for March 12, 2013.	Maya to email CAPP if no action between this meeting and the next scheduled meeting occurs.

Respectfully submitted by Rosemarie Woodruff.

Approved on April 9, 2014 with 8 votes in favor of approval and 1 abstention.