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**Committee on Policy and Planning**  
**MEETING MINUTES**

**MEETING DATE:** April 11, 2018  
**LOCATION:** Hawaii Hall 208  
**ATTENDANCE:** [P = Present; A = Absent; E = Excused]

MEMBERS		MEMBERS		MEMBERS		GUESTS	TIME
Carolyn Stephenson	P	Willy Kauai	E			David Ross	3:15 PM 4:15 PM
William Gosnell	P	Ulrich Kozok	P				
James Potemra	P	Nicole Ziegler	P				
Joseph Mobley	P	Brent Edwards Jr	E				
Justin Clapp	P	B. Powell - liaison, via polycom	P				

SUBJECT	DISCUSSION / INFORMATION	ACTION / STRATEGY / RESPONSIBLE PERSON
<b>CALL TO ORDER</b>	Meeting was called to order by Chair Stephenson at 3:02 pm	
<b>REVIEW OF MINUTES</b>	1. The meeting minutes of March 14, 2018 were distributed electronically for comments.	March 14, 2018 minutes were approved unanimously as amended. Vote 6-0.
<b>CHAIR'S REPORT</b>	1. New issues: <ul style="list-style-type: none"> <li>a. Undergraduate Certificate in Sustainability</li> <li>b. Veterans' Task Force/Service members Opportunity College Network -- on this issue there seems to be some problems with their website and ownership of the network appears to have changed. May decide next year to refer to Student Affairs committee.</li> </ul>	1a. Will request clarification on title and why only CTAHR and CSS.
<b>TOEFL REQUIREMENT</b>	1. N. Ziegler presented a draft of a letter to Lassner indicating that the committee was happy with the requirement as it was. Suggestions were made for revision.	1. Nicole will redraft the letter to bring to our next meeting



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<b>PROPOSAL FOR A BS IN ENGINEERING SCIENCES</b>	1. Discussion continued. Reviewed and revised Draft Resolution (drafted by J. Potemra)	1. Resolution approved unanimously (Vote 7-0) and sent for Senate 4/18 review
<b>CREDIT REMOVAL POLICY</b>	1. Discussion continued. Guest- David Ross (Math Dept). Ross expressed discomfort with changing the credit removal policy and was especially concerned with respect to academic departmental autonomy.	1. No action
<b>ADJOURNMENT</b>		Meeting adjourned at 4:44 PM

Respectfully submitted by Joseph Mobley, Secretary.

Approved on April 25, 2018 with 6 votes in favor of approval and 0 against.