**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** |
| --- | --- | --- |
| **CALL TO ORDER** | Meeting was called to order by Chair Stephenson at 3:02 pm |  |
| **REVIEW OF MINUTES** | 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. |
| **CHAIR’S**  **REPORT** | 1. New issues:    1. Undergraduate Certificate in Sustainability    2. 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. | 1a. Will request clarification on title and why only CTAHR and CSS. |
| **TOEFL REQUIREMENT** | 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 |
| **PROPOSAL FOR A BS IN ENGINEERING SCIENCES** | 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 |
| **CREDIT REMOVAL POLICY** | 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 |
| **ADJOURNMENT** |  | 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.