**COMMITTEE ON Academic Policy and Planning**

**MEETING MINUTES**

**MEETING DATE:** September 23, 2015

**LOCATION:** 208 Hawaii Hall

**ATTENDANCE:** [P = Present; A = Absent; E = Excused]

| **MEMBERS** | | **MEMBERS** | | **MEMBERS** | | **GUESTS** | **TIME** |
| --- | --- | --- | --- | --- | --- | --- | --- |
| BHATTACHARYA, Torsha | P | JOHNSON, Shannon | P | BUTLER, Marguerite  SEC liaison | P |  |  |
| COFFMAN, Makena | P | MCKIMMY, Paul | P |  |  |  |  |
| DANIEL, Marcus | P | IRVINE (SORENSEN),  Christine | P |  |  |  |  |
| ERICSON, David | E | STEPHENSON, Carolyn | P |  |  |  |  |
| GOSNELL, William | P | WARD, Cynthia | P |  |  |  |  |

| **SUBJECT** | **DISCUSSION / INFORMATION** | **ACTION / STRATEGY / RESPONSIBLE PERSON** |
| --- | --- | --- |
| **CALL TO ORDER 3:00 p.m.** |  |  |
| **CHAIR & LIAISON REPORTS** | Marguerite: SEC hoping committees will be more proactive, take action on issues of interest without waiting for SEC to refer the issue.  Carolyn: requested agenda items  Today: Set up subcommittees for issues. Introductions.  Marguerite: Space planning comments ­ “master plan” lacking faculty input, seems to be non­strategic. Impacts academic planning. What is the status of classrooms? Had been moved to VCAA for centralized scheduling. Classrooms being converted to special use. Revisit prior CAPP resolution provisional??  Carolyn: New executive policy on small programs. |  |

| **CAPP SCHEDULE** | CAPP scheduled for Hawaii Hall 208 on Sept 23rd, Oct 14th, Oct 28th, and Dec 9th from 3 pm to 4:30 pm. No November meeting as of today. |  |
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| **MINUTES** | Christine Irvine made motion to approve minutes. Shannon Johnson seconded. Motion passed. |  |
| **CAPP ISSUE REVIEW AND SUBCOMMITTEE APPOINTMENTS** | Carolyn reviewed open CAPP issues.   * Issue 18.13 Quantitative reasoning subcommittee may be coming forward with proposal.(Carolyn will be liaison) * Issue 21.13 Need to decide whether to follow up to advising information related to 15 to finish. (Shannon will monitor for now) * Issue 24.14 Need to monitor what the admissions office is proposing to put on website about SAT/ACT requirements and admissions requirements for international students (contact Roxie Shabazz, new Admissions Director)(Makena will make contact) * Issue 54.12 Grade replacement policy task force was monitoring. Now move to an active issue related to plagiarism. (Cynthia, Torsha, Makena, Shannon) * Issue 51.12 Exception request for 45 hour upper division rule program coming from College of Natural Sciences. (Christine, William) * 13.13 Streamlining administrative procedures related to course approvals (Torsha to monitor) * 13.14 Kuali Curriculum Management System (Torsha to monitor)   + Call April in VCAA, what did she find out at last meeting * New issue: Executive policy on small program size (Marcus, Paul, Christine)   + Look at carefully, possibly strong statement from CAPP, should not be an executive. |  |
| For possible discussion next time | Classroom space planning |  |
| **ADJOURNMENT 4:05PM** |  |  |

Respectfully submitted by Christine Sorensen Irvine

Approved as corrected on October 14, 2015 with6 votes in favor of approval and 0 against and 2 abstentions.