**COMMITTEE ON Academic Policy and Planning**

**Meeting Minutes**

**Meeting Date: 12 October 2016**

**Location:** Hawaii Hall 208

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

| **MEMBERS** | | **MEMBERS** | | **MEMBERS** | | **GUESTS** | **TIME** |
| --- | --- | --- | --- | --- | --- | --- | --- |
| ADY, Jeffrey | P | POWELL, Brian | P | IRVINE (Sorensen), Christine SEC liaison | E |  |  |
| ERICSON, David | E | WARD, Cynthia | P |  |  |  |  |
| GOSNELL, William | P | WILKENS, George | P |  |  |  |  |
| KOZOK, Ulrich | P | Kauai, William | P |  |  |  |  |
| MOBLEY, Joseph | P |  |  |  |  |  |  |

| **SUBJECT** | **DISCUSSION / INFORMATION** | **ACTION / STRATEGY / RESPONSIBLE PERSON** |
| --- | --- | --- |
| **CALL TO ORDER**  **3:00 p.m.** | Called to order at 1500 hrs. By W. Gosnell |  |
| **MINUTES** | Minutes of September 7 meeting approved.  Quick review of CAPP Open Issues list from C. Sorensen-Irvine, prioritization of issues to work on.  23.12: High D/F/I/W/ Course Follow-Up: Discussed; Possible Action Item(a)  54.12: Grade Replacement Policy Taskforce: Discussed.  Issues with advising: Not enough advisors, overloaded advisors in some colleges, with the converse in other colleges. Willi recalls it as a staffing issue.  Low degree number program list: A legislative issue, resulting in possible structural “fixes” such as combining small programs via vertical mergers. Suggested to monitor and request developing information. (b)  Review 3/9/2011 Minutes regarding Grade Replacement.(c)  “Undergraduate Experience” initiative: B. Powell suggested asking Jay Bruno to visit CAPP and explore ways we can provide input along with W. Kauai (d)  **New BOR Workload Requirements:** Discussion of departments’ efforts to adhere to the current mandate. Willi distributed SEC request for comments.  We feel as if we are being overtaken by events; process is already in motion.  Prior policies established that **chancellors are responsible** for doing this; it seems that this function is being passed down [through the deans] to the units and individual faculty members.  CAPP Concerns as of Oct 11, 2016:  1. A critical consideration is that this is a workload question for “I”, not “R” and “S” faculty.  2. Equivalencies are already out there--why ask us to collate them anew at this point?  3. Where will this information be published?  4. There is no reasonable way to address heterogeneity among programs in this initiative, especially at peer institutions.  5. Tenure & Promotion, and Periodic Review, is already done on an individual basis. Reduced data in statistical form at the department or individual faculty unit of analysis is of unknown value.  6. Campus equivalencies should be published, not unit or individual equivalencies...for comparison between campuses.  7. This initiative appears to countermand existing policy that this is a Chancellor’s responsibility to create teaching equivalencies for each campus. Can you explain the relationship between this initiative and the established intent to establish teaching assignments?  **Conflict with 12/14 meeting date...try 12/7, room tbd. (e)** | (a) Cynthia Ward volunteered to seek latest information. Also: possible subcommittee tasked to it. George agreed to research background.  (b) Joe Mobley volunteered to ask Susan Nishida for more information  (c ) Joe Mobley  (d) Brian and Willy will head up ad hoc efforts  (e) Willi. |
|  |  |  |
|  |  |  |
|  |  |  |
| **ADJOURNMENT** | 1658hrs. |  |

Respectfully submitted by Jeffrey C. Ady.

Approved date 11/12/16 with 6 votes in favor of approval and 0 against.