**COMMITTEE ON ACADEMIC POLICY & PLANNING**

**Meeting Minutes**

**Meeting Date:** September 27, 2017 **2:00 PM - 3:00 PM**

**Location:** Hawaii Hall 208

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

| **MEMBERS** | | **MEMBERS** | | **MEMBERS** | | **GUESTS** | **TIME** |
| --- | --- | --- | --- | --- | --- | --- | --- |
| William Gosnell | P | Nicole Ziegler | P |  |  | Scott Sinnett | 2:00 PM 2:45 PM |
| Joseph Mobley (Secretary) | P | Ulrich Kozok | P |  |  |  |  |
| Willy Kauai | E | James Potemra  (Vice- Chair) | P |  |  |  |  |
| Carolyn Stephenson (Chair) | P | Justin Clapp - Leave | E |  |  |  |  |
| Susan Nakaoka | P | Brian Powell, liaison | P |  |  |  |  |

| **SUBJECT** | **DISCUSSION / INFORMATION** | **ACTION / STRATEGY / RESPONSIBLE PERSON** |
| --- | --- | --- |
| **CALL TO ORDER** |  | Meeting was called to order by Chair Stephenson, at 2:00 PM. |
| **REVIEW OF MINUTES** | 1. The minutes of September 13, 2017 had been circulated electronically and comments made. | Motion to approve the September 13, 2017 minutes as amended by W. Gosnell; seconded by N. Ziegler. Approved unanimously. |
| **BUSINESS** | 1. Psychology request re: 45 credit upper-division credit hour waiver Guest: UG Chair Psychology Scott Sinnett; discussion followed      1. Continued review of topics for CAPP:   Psychology request re: 45 credit upper-division credit hour waiver Course Evaluation System: Implementation Details High D/F/I/W Courses: Retention Issue Credit Hour Audit Policy (from Manoa admin) Grade Replacement Policy Low Enrollment Programs Withdrawal and Drop Deadlines BANNER “hides” previous grades for transfer students (credit/no-credit) Policy to encourage Open Educational Resources? Revise TOEFL Requirement? UH requires 100, Berkeley 85, U. Illinois 79 | 1. Request for more data from Psychology including BA/BS comparisons on requirements and number of students and transfer data 2. Topics shown were approved for continued discussion. CAPP members asked to choose 2-3 items to report on in future |
| **ADJOURNMENT** | The next meeting of the Committee on Academic Policy and Planning will be held on October 11, 2017 at 3:00 PM in Hawaii Hall 208. | * Motion to adjourn by W. Gosnell; seconded by N. Ziegler Passed unanimously. Meeting adjourned at 3:17 PM. |

Respectfully submitted by Joseph Mobley, staff.

Approved on October 11, 2017 with 6 votes in favor of approval and 0 against.