**COMMITTEE ON ACADEMIC POLICY & PLANNING**

**Meeting Minutes**

**Meeting Date:** December 6, 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 |  |  | VCAA Michael Bruno | 2:02 PM - 2:10 PM |
| Joseph Mobley (Secretary) | P | Ulrich Kozok | P |  |  | Assoc VCAA D. Halbert | 2:30 PM |
| Willy Kauai | P | James Potemra (Vice Chair) | P |  |  |  |  |
| Carolyn Stephenson (Chair) | P | Justin Clapp - Leave |  |  |  |  |  |
|  |  | Brian Powell, liaison | P |  |  |  |  |

| **SUBJECT** | **DISCUSSION / INFORMATION** | **ACTION / STRATEGY / RESPONSIBLE PERSON** |
| --- | --- | --- |
| **CALL TO ORDER** | 1. Meeting called to order by chair at 2:10pm after pre-meeting convened by B. Powell at the request of and to meet with VCAA Bruno on problem of retroactive removal of repeat credits |  |
| **GUEST PRESENTATION** | 1. VCAA Michael Bruno discussed the problem of retroactive removal of repeat credits (e.g., CHEM 131 & 161) and asked CAPP to request that he institute a moratorium on such removals |  |
| **REVIEW OF MINUTES** | 1. The meeting minutes for November 22, 2017 were distributed electronically for comments. | November 22, 2017 minutes approved unanimously as amended. |
| **BUSINESS** | 1. Assignments of new committees: 2. Dental Hygiene Certificate -- W Gosnell & J Mobley 3. Credit Removal Policy -- J Potemra & N Ziegler   2. Issue: Requesting moratorium on retroactive removal of course credits from VCAA Bruno  3. AVCAA D. Halbert presenting issue of prior learning credits; Issues for CAPP committee on prior learning; payment for prior learning credit or can it meet requirement without counting credits toward a degree?  4. Future meeting dates (2nd and 4th Wed each month; 3:00 PM - 4:30 PM) | 1. Action: members assigned as indicated 2. Chair Stephensen authorized to draft and send memo to VCAA Bruno. 3. AVCAA Halbert to survey existing practices at UHM and report back; W. Kauai & U. Kozok assigned to CAPP committee on prior learning. 4. Approved unanimously. |
| **ADJOURNMENT** |  | * Motion to adjourn. Passed unanimously. Meeting adjourned at 3:00 PM. |

Respectfully submitted by Joseph Mobley, Secretary.

Approved unanimously on January 10, 2018