**Committee on Academic Policy and Planning**

**Meeting Minutes**

**Meeting Date: October 24, 2018 3:30 PM - 5:00 PM**

**Location:** Hawaii Hall 208

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

| **MEMBERS** | | **MEMBERS** | | **MEMBERS** | | **GUESTS** | **TIME** |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Carolyn Dennison | P | Truc Nguyen | E |  |  | Billy Meinke | 3:32 PM |
| William Gosnell | P | Nicole Ziegler | P |  |  | Stephanie Kraft-Terry | 4:25 PM |
| Kristi Govella | P |  |  |  |  |  |  |
| Paul McKimmy | P |  |  |  |  |  |  |
| Randall Minas | P | Carolyn Stephenson (SEC Liaison) | P |  |  |  |  |

| **SUBJECT** | **DISCUSSION / INFORMATION** | **ACTION / STRATEGY / RESPONSIBLE PERSON** |
| --- | --- | --- |
| **CALL TO ORDER** | Meeting was called to order by W. Gosnell at 3:32 PM. |  |
| **REVIEW OF MINUTES** | 1. No amendments | Motion by P. McKimmy to approve; seconded by R. Minas; unanimously approved. |
| **CHAIR’S REPORT** | 1. None |  |
| **GUESTS** | 1. Billy Meinke, Outreach College 2. Stephanie Kraft-Terry, Council of Academic Advisors |  |
| **BUSINESS** | 1. *UHM Inclusive Access Practices* Summary of Issues per P. McKimmy [[DOC](https://docs.google.com/document/d/13oNtUVxBUVcNVAhQHdn-fmgcOBpIWDIHDev6OEPN-_0/edit?usp=sharing)]   Resolution on Learning Data Privacy and Principles [[DOC](https://docs.google.com/document/d/1tStTLryMltcN7-b12ts79_mU81gmUKbehooTSIwZNuQ/edit#)] | Motion by P. McKimmy to approve; seconded by R. Minas; unanimously approved. |
|  | 1. *Proposal for Undergraduate Certificate in Geospatial Information Science* [[Proposal](https://drive.google.com/open?id=0B8q1azgYoGtWdkIzVFR6MDBIRDN5VlVRWlRoSUhfUktwRXIw)]   Resolution Supporting the Proposal for an Undergraduate Certificate in Geospatial Information Science [[DOC](https://drive.google.com/file/d/1WBXUqES2RYiS0eCCWNphniZzvHVf9GUD/view?usp=sharing)] | Motion by P. McKimmy to approve; seconded by R. Minas; unanimously approved. |
|  | 1. *Proposal for a Master of Science in Finance (MSF)* [[Proposal](https://drive.google.com/open?id=0B8q1azgYoGtWNXU0eWlGczBnSEVlUmVHMW1Ud1l4T1hPQ0Rn)]   Resolution Supporting the Proposal for a Master of Science in Finance [[DOC](https://docs.google.com/document/d/14xEdGLsK1KLr1VxxP3yDp6zRm-D697ealRtuvlhE0_o/edit?usp=sharing)] | Motion to approve by P. McKimmy; seconded by N. Ziegler; unanimously approved. |
|  | 1. *Proposal for Master of Science in Information Systems (MSIS)* [[Proposal](https://drive.google.com/open?id=0B8q1azgYoGtWVHFKNE5VQWMyM2Z4azFVdUltVkJaTTBIR2Zz)]   20181022 ITM Memo to CAPP [[DOC](https://drive.google.com/open?id=1qj8KFlqoJO7OcwAvnIvRSdywHx4zMIpG)]  Resolution Supporting the Proposal for a Master of Science in Information Systems [[DOC](https://docs.google.com/document/d/11ZjpWugTrQNdtbcA7MQ-WUZD8IWxPb68rHabAvfLMVA/edit?usp=sharing)] | Motion to approve N. Ziegler; seconded by P. McKimmy; approved by 5 with 1 abstention. |
|  | 1. *Proposal for a Master of Science in Marketing Management* [[Proposal](https://drive.google.com/open?id=0B8q1azgYoGtWVWlEOUVHUkhEa2xMT1Q5eUpSczZvU3dqaW4w)]   Resolution Supporting the Proposal for a Master of Science in Marketing Management [[DOC](https://docs.google.com/document/d/1LCeheisP49Hzg3LaSukCDYp860nelfGcMuzymoHY2IE)] | Motion to approve by N. Ziegler, seconded by R. Minas; unanimously approved. |
|  | 1. *CAA Policy Proposal - Revision to Undergraduate Academic Actions Policy* [[Proposal](https://drive.google.com/open?id=0B8q1azgYoGtWMDRDRHhlU2FvRDl4SXc3bkpuQWZNR05Oa1U0)] | K. Govella and R. Minas to review in consultation with S. Kraft-Terry. |
|  | 1. *Proposed Future CAPP Meeting Dates* Held in Hawaii Hall 208 unless otherwise noted:    1. October 24, 3:30-5:00 pm    2. November 7, 3-4:30 pm    3. November 21, 3-4:30 pm    4. Dec 5, 3-4:30 pm (Hawaii Hall 209)    5. January 9, 3:30-5 pm    6. January 23, 3-5 pm    7. February 6, 3-5 pm    8. February 13, 3:30-5 pm    9. February 27, 3-5 pm (Hawaii Hall 209)    10. March 6, 3:30-5 pm    11. April 3, 3-5 pm    12. April 10, 3:30-5 pm    13. April 24, 3-5 pm (Hawaii Hall 209)    14. May 1, 3-5 pm (Hawaii Hall 209) | Dates have been approved. |
|  | 1. *Motion on the UH Manoa Grade Replacement Polic*y [[DOC](https://docs.google.com/document/d/1O_6RoYmj_7xkt8C8RBq7cXM6EkTdqpFDxiiQcA9KPtk/edit?usp=sharing)]   CAPP resolution has not been implemented. Get a status report. | Assigned to R. Minas for review and follow-up. |
|  | 1. *“Back Credits” Prior Learning Assessment (PLA) issue* [[DOC](https://drive.google.com/open?id=0B8q1azgYoGtWWjQyVUtwQjYzNHNaVHZXa3NFcnZsVTVBdklV), VCAA referral] 20140924 PLA-UHPA Memo [[DOC](https://drive.google.com/open?id=1ZOnZqmSNHZqY-ri8riM1MvIkpjBivh2A)]   4.15 Prior Learning Assessment Issue [[LINK](https://web.archive.org/web/20161105142634/http://www.hawaii.edu:80/uhmfs/issues/index.html)]  Summary of issues per P. McKimmy [[DOC](https://docs.google.com/document/d/1Lek1VklEuAOxp15vGAcoq3WrqX8zqMgm8ssDVUCXwJM/edit)]  LLL addressed CAPP last year, opposing any changes to current back credit practice; either in fee or eliminating credits. Philosophy on University function determines stance on PLA. | Tabled for 11/7/2018 meeting.  N. Zeigler & P. McKimmy will continue research on other institutions’ practices in preparation to invite input from larger Senate body and form a proposal for CAPP resolution along with summarized input. |
|  | 1. *Proposal for an Undergraduate Certificate in Sustainability from the College of Social Sciences and College of Tropical Agriculture & Human Resources* [[Proposal](https://docs.google.com/document/d/1_1YjnWhYMYb1iXnmnnia45WnseF7gJNGEGVP8ZquuA8/edit?usp=sharing)]  Pending assignment to sub-committee member(s). | Sustainability Certificate proposers asked to meet with CAPP. Sarah Wiebe, Laural Mei-Singh, Lisa Kelley, Melissa Price, Aya Kimura, and Makena Coffman will attend 11/7 at 3:30 PM. All CAPP members will review associated materials. |
|  | 1. *Proposal for a Bachelor of Science in Construction Engineering in the College of Engineering* [[Proposal](https://drive.google.com/open?id=16c3EzxEKItEr5Ioi_sIuejW8qCohPH-8)] [[Resources](https://drive.google.com/open?id=1R3JPOpfTF4Z9vmnm1f-jy3gFmB98znxm)]   Authorization to Plan [[DOC](https://drive.google.com/open?id=0B8q1azgYoGtWUGZYYTRPaGdSTnFYNFM4LWRhbVlKdndHLU1J)] | R. Minas and C. Dennison to review and report. |
| **NEW BUSINESS** | 1. None |  |
| **ADJOURNMENT** | The next CAPP meeting will be on November 7, 2018 in Hawaii Hall 208 from 3:00 PM-4:30 PM. | Motion by P. McKimmy to adjourn; seconded by C. Dennison; unanimously approved. Meeting adjourned at 4:55 PM. |

Respectfully submitted by K. Govella, Secretary.

Approved on November 7, 2018 with 6 votes in favor of approval and 0 against.