**Committee on Academic Policy and Planning**

**Meeting Minutes**

**Meeting Date: November 7, 2018 3:00 PM - 4:30 PM**

**Location:** Hawaii Hall 208

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

| **MEMBERS** | | **MEMBERS** | | **MEMBERS** | | **GUESTS** | **TIME** |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Carolyn Dennison | P | Truc Nguyen | P |  |  | Coffman et al. | 3:30 PM |
| William Gosnell | P | Nicole Ziegler | E |  |  |  |  |
| 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 3:10 PM. |  |
| **REVIEW OF MINUTES** | 1. No amendments. | Motion by R. Minas to approve; seconded by C. Dennison; unanimously approved. |
| **CHAIR’S REPORT** | 1. None. |  |
| **GUESTS** | 1. Makena Coffman, Director, Institute of Sustainability & Resilience, Professor, Urban & Regional Planning 2. Lisa Kelley, Asst Professor, Geography 3. Aya Kimura, Assoc Professor, Sociology 4. Melissa Price, Asst Professor, NREM 5. Sarah Wiebe, Asst Professor, Political Science |  |
| **BUSINESS** | 1. *UHM Inclusive Access Practices/Learning Data* 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#)] | Committee approved a change from “BE IT RESOLVED, that the University of Hawaii at Manoa adopt the following Learning Data Privacy Principles and recommend the following Learning Privacy Practices; and” to “BE IT RESOLVED, that the University of Hawaii at Manoa adopt the Learning Data Privacy Principles and recommend the Learning Privacy Practices as listed in Footnote 2; and” |
|  | 1. *Graduate Council* | C. Stephenson will serve as the representative to Graduate Council. |
|  | 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). | M. Coffman, L. Kelley, A. Kimura, M. Price, and S. Wiebe met with CAPP for an informal discussion. |
|  | 1. *Course Evaluation System* | C. Stephenson updated the committee on survey implementation issues. |
|  | 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. *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. 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 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 21, 2018 in Hawaii Hall 208 from 3:00 PM-4:30 PM. | Motion by P. McKimmy to adjourn; seconded by W. Gosnell; unanimously approved. Meeting adjourned at 4:49 PM. |

Respectfully submitted by K. Govella, Secretary.

Approved on November 21, 2018 with 6 votes in favor of approval and 0 against.