

Graduate Council Minutes

April 19, 2016

2:30-4:00p

Gilmore 212

Quorum: 11 (Current membership = 21)

Present: G. Man, R. Juarez, D. Sanders, K. Rao, C. Sorensen, D. Rockwood, B. Shiramizu, M. Babcock, J. Dial, A. McKee, M. Kataoka-Yahiro, B. Sipes, M. Park, K. Aune, J. Maeda

Excused: M. Mottl, G. Arslan, M. McNally, A. Wertheimer, B. Kim, L. Wong

Guest: T. Tricas, Marine Biology

Welcome

Minutes – no quorum at March meeting.

Approval February minutes

- No questions or comments.– **VOTE: Unanimous in favor**

Approval of March Minutes

- No questions or comments.– **VOTE: Unanimous in favor**

Announcements

- Graduate Assembly – April 26, 2016
- Awards Ceremony – May 2nd at 4:00p – Kennedy Theatre
- 3 MT Competition update – April 16, 2016
 - Faculty judges and VIP judges with over 45 participants.
 - Trademarked international event; feedback will be requested from the participants and judges. Good level of interest as candidates from across campus registered and participated in this inaugural event. Good quality and preparation in the presentations.
- Graduate ILOs – voting occurring until Tues, April 26, 2016 via email.

New Business –

- UHM-1 Course Approval Discussion
 - Inconsistency in materials submitted with the forms. The amount and quality of information in the justification and syllabi vary across course proposals.
 - PH 752 – missing info on how it would fit into the graduate program (rationale). Syllabus included. Confusion in that PH 792 B listed in description. No description of project assignment that is worth 40% of grade. Could be in objectives. More info in course justification. Type of course – provided a range of options.

- If topics course before, should be mentioned in rationale. More clarification of final project, justification, and course number discrepancy. **Recommendation – re-submit and discuss on May 3.**
 - **Vote: 12 in favor; 1 not in favor; 2 abstentions**
- NREM 620 – more complete justification. Section that content was taught as part of a topics course. No syllabus. **Recommendation – re-submit and discuss on May 3.**
 - **Vote: Unanimous in favor**
- WS 618 – relation to GCERT is not clear. Capstone project students – open to those students? Open to ABT/ABD or having completed a project. Open to other graduate programs, not clear. Need more in justification. Good syllabus. Intended to be open to others? Should be clearer with respect to being open to all students. Clarify how this course fits with the program, who are the students targeted for the course, needs assessment among their students. **Recommendedation - re-submit and discuss on May 3.**
 - **Vote: 13 in favor; 0 not in favor; 2 abstentions**
- BOT 662 – (3 cr) Repeat and credit limit – error. Should be 9 cr. Rationale for repeats – logical and makes sense given the student work to be done. Hands on work needed; unclear that BOT has appropriate level of knowledge and resources for the course. Students would need to seek help; little familiarity among faculty. About 40-50% lab experience – unclear what type of lab facility is needed. Need clarification in syllabus. Appropriate course for that program; good syllabus overall. Need clarification – how students to seek out resources; do faculty know where resources are for students to seek them? **Recommendation – re-submit and discuss on May 3.**
 - **Vote: Unanimous in favor**
- BOT 603 – Seminar-based course (2 cr). Elective course. Question given importance and vital info, why not a core course? Maybe more of historical perspective? Need further clarification. Overall, syllabus was fine. Recommendation – how fits in and not being core. How is key concept covered in curriculum? **Recommendation – re-submit to OGE to approve on behalf of the Graduate Council.**
 - **Vote: Unanimous in favor**
- PH 682 – (3 cr). Seminar course. Adequately justified as an elective. No prerequisites required, but included a prerequisite grade. Syllabus provided and no concerns. **Recommendation – Approve**
 - **Vote: Unanimous in favor**
- COMG 760 – Seminar course. (3 cr). Justification – experimental course currently. Comprehensive syllabi. In syllabus, 5-20 students enrolled; 15 min

presentations in last class. If have 25 students, would be a daunting last class.

Recommendation - Approve

- **Vote: Unanimous in favor**

- SPAN 659 – (1-3 cr). Repeat possible for different topics. Partnership with another institution in Spain; registered at UHM – allows 1-3 students to register in partner institution program. Elective course. Treated like a 699? Advisor would serve as instructor of record. Why not use 699 and propose a course; seems to be run like a 699. What happens if no agreement in place? Need clarification, why not 699? **Recommendation – re-submit and discuss on May 3**
 - **Vote: Unanimous in favor**

- CAS 600 – C/NC (2-4 cr); Seminar course. Teaching stipulation for person named as Dai Ho Chun chair. SLOs embedded in syllabus. No syllabus. Should have a model syllabus. Who is instructor of record – facilitator or Dai Ho Chun Chair? Find out about syllabus and clarification – who is teaching the course. **Recommendation – re-submit and discuss on May 3**
 - **Vote: Unanimous in favor**

- SW 682 – Seminar type of course that has been offered as a topics course for many years. Rationale was informative on history of how content has been offered. Will continue to be offered as an elective. Syllabus was informative. No concerns or questions expressed with regard to this course. **Recommendation – approve.**
 - **Vote: Unanimous in favor**

- SW 681 – Seminar type of course stated in justification, but selected as lecture on UHM-1 form. Reason of expense as why other readings will be assigned prior to specific topics. No additional info if assigned readings are only for special topics and guest speakers, or if there will be other readings assigned throughout the course, in addition to the “classic” text to be used. Caveat on exams that an alternative method of evaluation could be used, but need further clarification on the metrics of evaluation for those alternative items as well as whether or not the vote to be taken is individually by student or as a class to choose an alternative in lieu of an exam. It was also unclear if the alternative was in lieu of one or both exams, or if they will have a choice. No course calendar was included. Need further info and clarification. **Recommendation – re-submit and discuss on May 3**
 - **Vote: Unanimous in favor**

New Business

- Marine Biology Program Revisions w/ UHM-1 MBIO 603 and 604
 - Overview by T. Tricas. Initially planned and promoted as an interdisciplinary program shared between two colleges. Faculty of 50 or so who study Marine Biology make up the program. T. Tricas is rep from CNS; M. Donahue is rep from HIMB/SOEST. Original program approved in 2012; plan was to hire faculty

to teach the core courses – 601 & 602. Didn't work out and couldn't offer MB 601 and 602 as originally approved to be used (8 cr). MB 603 and 604 are the new proposed core courses with electives to come from both CNS and SOEST. This is a revision of the instructional mechanism for the program and makes better use of courses already offered by CNS and SOEST. It's been endorsed by the MB faculty. MB has about 50 students; about 20% are covered by pre-doctoral fellowships. Some faculty felt some redundancy across MB 601 and 602; requiring 603 and 604, while different, still provides core information students need. The material in 601 and 602 can be obtained from existing courses in CNS and SOEST. Course requirements are the same for both master's and doctoral students.

- Question: If BOR approved initial program and vision, seems like a major change from that path; concern expressed whether or not Graduate Council had the authority to recommend such a change to occur. Approval for all curricular decisions is by OVCAA; Graduate Council can recommend proposed changes for approval. Discussion on these revisions by MB faculty over the last two years and familiarity by curriculum committees in both CNS and SOEST RE: these revisions. **Recommendation - approve**
- **Vote: Unanimous in favor**

- Teacher Leader Certificate Proposal
 - One course, EDCS 640M listed in two places – 1 choice of 2 or 1 choice among 3 course. Need clarification. Suggestion to remove it from choice of three courses. **Recommendation – re-submit to OGE to approve on behalf of the Graduate Council.**
 - **Vote: Unanimous in favor**

Old Business

- Follow up on Graduate Form feedback. – To be discussed at next meeting. Ran out of time.

Adjournment – 4:06p

Next Meeting: May 3, 2016

- Outgoing members (Gurdal Arslan, Richard Gazan, Bum Jung Kim, and Brent Sipes)