Zoology Graduate Program
Meeting Outline

• who we are
• news & reminders
• celebrate 2020-2021 accomplishments
• introduce 2021 cohort
Zoology Graduate Program
(hosted by School of Life Sciences)

- 12 MS students & 27 PhD students
- 27 Regular Faculty (former Dept. of Biology):
  16 Level 3 (active)
  0 Level 2
  11 Level 1 (emeritus)
- 21 Cooperating Faculty:
  14 Level 3 (other UHM units)
  3 Level 2 (other UHM units)
  4 Level 1 (emeritus & non-UH)
Zoology Graduate Program

Key People

Mark Hixon
Chair, Zoology Graduate Program
hixonm@hawaii.edu

Rob Cowie
Chair, Graduate Instruction Committee
cowie@hawaii.edu
Zoology Graduate Program

Key People

Pia Dizon
School of Life Sciences Administrator
pdizon@hawaii.edu

Anastasia Lagmay
Graduate Academic Support
allagmay@hawaii.edu
Zoology Graduate Program

Anastasia (& Pia) will assist you with:

• TA & RA appointments
• keys
• mailboxes
• reimbursements
• travel
• parking permits
• conference room reservations
• vehicle reservations
• etc.
Zoology Graduate Program

Key People

Valentina “Val” Alvarez
Graduate Student Representative
val64@hawaii.edu
Zoology Graduate Program

Committees

Graduate Instruction Committee (GIC):
1. Becky Chong (regular)
2. Rob Cowie, Chair (cooperating)
3. Jake Ferguson (regular)
4. Liz Madin (cooperating)

Graduate Admissions Committee (GIC):
1. Shaya Honarvar (cooperating)
2. Matt Medeiros (cooperating)
3. Bob Thomson (regular)
4. Amber Wright (regular)
Zoology Graduate Program

Important News

• Most **forms** are now digital --

--- Graduate Division:

[manoa.hawaii.edu/graduate/forms](http://manoa.hawaii.edu/graduate/forms)

--- Zoology:

[manoa.hawaii.edu/biology/graduate/forms](http://manoa.hawaii.edu/biology/graduate/forms)
Zoology Graduate Program

Important Reminders

• **2020-2021 Annual Graduate Reviews** are due to GIC Chair Rob Cowie (cowie@hawaii.edu) by: **Monday 20 September 2021**

  manoa.hawaii.edu/biology/graduate/forms

NOTE: Annual review files are used by the GIC to allocate merit-based STAR Fellowship funds.
Zoology Graduate Program

Important Reminders

• The Graduate Division is now more thoroughly enforcing rules regarding the University Representative, who must (a) be a level-3 graduate faculty member in another UHM graduate program (i.e., not Zoology), (b) have previously supervised a graduate student to the completion of their degree, and (c) be “at arm’s length” from other committee members (i.e., no spouses, conflicts of interest, etc.).

• PhD students: Be sure to submit Form 2A for Graduate Division approval of your committee before your first committee meeting.
After the first year in the program, all graduate students must do the following every year:
(a) take a biology-related course
(b) meet with their committee
(c) give a public presentation
(d) submit an annual review file
Zoology Graduate Program

Important Reminders

• Annual Committee Meeting Report form must be submitted to GIC Chair annually.

• Graduate Assessment Form must be submitted to Grad Chair with Forms 2 & 3 (i.e., twice: preliminary & final).

• Academic Probation is automatic after 7 yr.
Zoology Graduate Program

if you are graduating...

• Depending on degree, ZOOL 700, 700F, or 800 must be taken during your final semester.

• Graduating PhD students must complete the Survey of Earned Doctorates on-line.

• Graduates must publish their MS thesis or PhD dissertation via ProQuest.
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Faculty Reminder

• It is important that graduate faculty offer graduate courses, including 1-credit seminars.
ESSENTIAL READING & REFERENCE for STUDENTS & FACULTY

http://manoa.hawaii.edu/biology/graduate/guides
Zoology Graduate Student & Faculty Handbook

- Quick Guide to Starting Graduate School
- Quick Reference Guide
- Graduate Faculty Policies
- Graduate Admissions Policies
- Graduate Student Support Policies & Sources
- Graduate Student ‘Ohana
- IMPORTANT: Graduate Curriculum
- Graduate Student Review & Assessment Policies
- Index
Zoology Graduate Student & Faculty Handbook

• Appendix: Helpful Resources:
  Frequently Asked Questions
  Arrival in Hawai‘i Checklist
  Regions of Honolulu near UH Mānoa (map)
  Helpful Links
  Guide to Living and Working in Hawai‘i

manoa.hawaii.edu/biology/graduate(guides)
**Most Important Handbook Page**

**Timetable for PhD***:

<table>
<thead>
<tr>
<th>Time Frame</th>
<th>Requirements</th>
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<tbody>
<tr>
<td><strong>First Fall Semester</strong></td>
<td>• ZOOL 691C orientation seminar (see Section IA)</td>
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<td>• Interim Committee meeting (PhD Form 1 &amp; Interim Committee Report Form)</td>
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<td><strong>By end of year 2</strong></td>
<td>• choose &amp; meet with dissertation committee to approve dissertation proposal (PhD Form 2A) and have initial assessment (see Chapter 7 for Assessment Form)</td>
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<td>• complete coursework requested by Interim Committee and dissertation committee</td>
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<td><strong>Within 1 year of submitting Form 2A</strong></td>
<td>• oral comprehensive exam and advance to candidacy (PhD Form 2)</td>
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<td><strong>Year 2 and every year until graduation</strong></td>
<td>• submit annual progress report to GIC (see Ch 7)</td>
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<td>• meet with dissertation committee &amp; submit Annual Graduate Committee Meeting Report Form (see Ch 6, Sec IA)</td>
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<td>• give public presentation (see Ch 6, Sec IA)</td>
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<td>• enroll for at least 1 credit of biology-relevant graduate seminars or other coursework (see Ch 6, Sec IA)</td>
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<tr>
<td><strong>By end of year 5 (7 years maximum): Graduation Checklist</strong></td>
<td>• in final semester, enroll in at least 1 credit of ZOOL 800</td>
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<td>• submit dissertation to committee at least 4 weeks before defense</td>
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<td>• apply to GD for degree no later than 3 weeks after instruction begins during the semester of graduation and no later than June 1 for the summer session (Graduate Application for Degree Form)</td>
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<td>• notify GD of defense time &amp; place at least 2 weeks before defense (Dissertation Defense Form)</td>
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<td>• defend dissertation (PhD Form 3) and have final assessment (see Ch 7 for Assessment Form)</td>
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<td>• submit dissertation to Zoology Graduate Program and GD (PhD Form 4)</td>
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<td>• complete GD graduation requirements (Ch 6-III)</td>
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* All forms are available on the Zoology Graduate Program [web page](http://www.zoology.com) and on the Graduate Division [web page](http://www.graduatedivision.com).
Zoology Graduate Program
Celebrating Our Past Year

Fall 2020-Summer 2021

**MS degrees:**
- Melissa Atkins (Megan Porter)
- Randy Rollins (Rob Cowie)
- Michael Wallstrom (Floyd Reed)

**PhD degrees:**
- Kaleonani Hurley (Rob Toonen)
- Molly Timmers (Rob Toonen)
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Celebrating Our Past Year

Alison Kay Grant
Valentina Alvarez
Jordan Gossett
Jessie Kay Award
Marisa McDonald

CONGRATULATIONS
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Celebrating Our Past Year

• Narrissa Brown: STAR Scholarship
• Maria Costantini: EECB Maybelle Roth Award, Hawai‘i Conservation Conference Best Speed Talk, Tester Symposium Best Talk
• Caitlyn Genovese: Outstanding TA Award
• Tom Iwanicki: GSO Hannah Liebreich Merit-Based Award for Teaching
• Hannah Moon: British Ornithological Union Ornithological Research Grant, Graduate Women in Science Research & Travel Grant, RCUH Graduate Fellowship, STAR Scholarship
• Patrick Nichols: Outstanding TA Award
• Helen Sung: Dai Ho Chun Fund Graduate Fellowship, EECB Yoshimoto Fellowship, GSO Research Award

Congratulations!
Zoology Graduate Program
Introducing Our 2021 Cohort

Alison “Eley” Meeth (Shaya Honarvar)
Aubtin Rouhbakhsh (Jake Ferguson)
Erin Salano (Jake Ferguson)
Cecile Vimond (Peter Marko)
Lorraine “Mamo” Waianuhea (Matt Medeiros)