Overview

- Welcome & Introductions
- Why Graduate Chairs Matter
- Updates on UHM Graduate Education
- Updates from Graduate Student Services
- Q & A
- Meet with Graduate Student Services team members
Introductions
Why Graduate Chairs Matter
Graduate Chair Duties

- Liaison to Graduate Division & other UHM offices (e.g. Financial Aid, Cashier)
- Reviewing/signing all official forms and memos required by Graduate Division
- Scheduling and conducting graduate faculty meetings
- Updating and maintaining list of graduate program graduate faculty
- Communicating with prospective graduate students
- Helping to resolve issues (e.g. graduate students and faculty)
Graduate Chair Duties, cont.

- Monitoring/reporting student progress in the program
- Maintaining files for each graduate student
- Scheduling/coordinating advising and program exams
- Coordinating review of curriculum
- Overseeing achievement scholarships
- Coordinating admissions process
- Certifying final degree checks

and much more...
In sum, Graduate Chairs handle

- Administrative Functions
- Recruitment Activities
- Retention/Student Success Activities
- Overall quality control (curriculum, SLOs, committee membership, etc.)
- Managing complaints/grievances
So... mahalo for your support of graduate education!

- We are here as your partners in this important endeavor
- GCM is one way we hope to keep the information flowing in both directions to best serve our graduate students!
- Next, we’ll share some updates from Graduate Division
Graduate Division Updates
Upcoming Events

- Graduate Assembly - 4/10/19 11:30 - 1:00
  KUY 101

- 3 minute Thesis Competition - 4/27/19
  (Saturday afternoon) in the Business Administration complex
Initiatives

Bachelors & Masters Degree Pathways (BAM)
- CSCI, ECON, GES-MURP, POLS, SLS, TIM
- Pending approval: PSY-EDEP, CE, ME, Ethnic Studies

Grad Maps https://careers.queensu.ca/gradmaps

3+2 partnerships http://blog.hawaii.edu/threeplustwo/

Summer Up Program
Enrollment News

- Per IRAO, opening graduate enrollment as of 1/29/19 is UP 1.8 percent over last year (4578)
  - Undergraduate enrollment is up .3%

- Fall 2018 marked the first semester with increased graduate enrollment since 2009
  - Master’s degree enrollment still down (2127 as of Fall 2018, down from a peak of 3160 in Fall 2008)
  - Doctoral enrollment is up by 15 students to 2152 (peak enrollment of 2387 was in 2011)
Graduate Student Recruitment and Retention: How you can help

- Have a start-to-finish program strategy
  - Curricular, mentoring/advising, funding opportunities
- Assess & support faculty mentoring efforts
- Help set up a pipeline of talented students to graduate school (Honors?)
- Consider developing BAM (4+1 internal) or 3+2 or 2+2+1 pathways with international or community college partners
Graduate Student Recruitment and Retention: How you can help, cont.

- Consider developing online or hybrid coursework or programs
- Funding opportunities - grants, GA positions
- Ensure your program website functions as a full reference for graduate students
- Ensure your admissions processes are highly responsive to prospective student interactions
Updates from Graduate Student Services
How Can We Help/Collaborate?

Concluding thoughts, comments, questions?

Contact Dean Aune with any topics/sessions you would like to have for GCM.
Opportunity to collaborate with our Graduate Student Services team
Mahalo!

The next GCM session will be on February 28th 10:30 a.m. in KUY 106
“Title IX: Sex Discrimination and Gender Violence in Higher Education