GRADUATE ASSEMBLY
April 10, 2019
Kuykendall 101
Overview

- Welcome
- Announcements/Reminders
- Updates on UHM Graduate Education
- Q & A
Announcements
3MT (Three Minute Thesis Competition)

Saturday, April 27th in the Business Administration Complex
Advanced Degree
Institutional Learning Outcomes

https://manoa.hawaii.edu/graduate/content/advanced-degree-institutional-learning-objectives-ilo
Giving Tree Scholarship $

- Based on 20% of net graduate tuition revenues
- > $500,000 cut
- Must maintain 50-50 split between merit & need
- Allocations for 2019-2020 have been reduced marginally with a greater cut to the Mānoa Opportunity Grant account awarded by FAO (pure need-based scholarships)
Friendly Reminders

- Annual Doctoral Student Progress Report – DUE by 5/14/19 – can email to graddiv@hawaii.edu (grade submission deadline)
Application Materials collected for Fall 2018 and prior terms that are in the Online Supplemental Document System Will Be Permanently Deleted on May 14, 2019

Please download and store these materials for your graduate program records.
Friendly Reminders, cont.

- Program Modifications
  - Memo requesting approval should undergo review and approval by graduate program faculty, college curriculum committee (as appropriate), Dean’s office, Graduate Division, then OVCAA
  - Note: if you want to ‘package’ sub-set of curriculum, use “track” rather than “specialization”
More Friendly Reminders

▪ Annually Review Graduate Faculty List
  • Inform GD of any changes (e.g. retirements, resignations, renewal of affiliate graduate faculty, new hires, etc.)

▪ Away memo for Graduate Chairs – Summer

▪ Refrain from sending *departmental* denial and/or dismissal letters to applicants
  (Also refrain from sending acceptance letters prior to receiving a copy of the admission letter)
GA Policy EP5.223, reminder

- New minimum step for AY 19-20 = Step 8
  - Consider step advancement

- Notification of reappointments in a timely manner (4/15 for Fall, 11/1 for Spring)
  - Provide a letter of offer for new appointments and renewals
  - Dean/Director must sign letter of offer (new policy)

- Need protocol for handling sick or emergency absences by GAs *(and make it clear to GAs)*
Informal Poll

1. How many of you/your programs have GAs who are neither Teaching nor Research Assistants? (i.e. Graduate Assistant)
   - If so, do their GA duties relate to their academic work?

2. Regarding the TAs hired in your program, to whom do they report?
   a) Department Chair
   b) Course Director
   c) Faculty member

3. Does your unit give training or guidance to those who supervise GAs?
Non-Resident Tuition Exemptions (NRTEs)

- Process to maximize use of NRTE
- Notify Grad Division if NRTE recipients are offered GA-ships (so we can re-deploy the NRTEs)
Graduate Program Maps

See: http://careers.queensu.ca/gradmaps
Graduate Division Updates
Applications for Fall 2019

- As of 4/3/19, we are down 31 applications but acceptances are up by 6 from last year (from 524 to 530).
- Denials by program are up from 456 to 533
- Number “coming” down from 177 to 159
Enrollment Trends – All classified graduate students
(fall semesters)
Enrollment trends – All masters degrees (fall)
Enrollment trends – All doctoral degrees (fall)
BAM – Bachelor’s & Master’s Degree Pathway

BAM website:  https://manoa.hawaii.edu/bam/

BAM email:  For more information, contact manoabam@hawaii.edu

BAM guidelines:  https://manoa.hawaii.edu/graduate/content/combined-pathway-guidelines-bachelors-and-masters-degrees
http://blog.hawaii.edu/threeplustwo/

- 34 agreements signed with 26 institutions in China across 32 UHM programs
- 10 current students, 12 alumni (5 of whom are now pursuing doctoral degrees), 13 applications for Fall 2019
- Summer UP program launched last summer; 29 registered for the 2019 program so far (expansion to Taiwan?)
International Fulbright Students

- NRTEs (non-resident tuition exemptions) will be awarded

- Process for a Fulbright awardee:
  - Request the awardee submit their SIR (Statement of Intent to Register) to Graduate Student Services (GSS)
  - Submit completed petition for NRTE to GD Dean’s Office
  - NRTE petition must be submitted PRIOR to the start of the admission term
Graduation patterns
Degrees Awarded 2013-2018 Fall semesters
(source MIRO)
Promoting Graduate Education

- Graduate Recruitment
  - What are your recruitment efforts?
  - Consider BAM pathway? 3+2?
  - GRAD MAPS – submit your master’s program completed template
  - Program requirements
  - Student satisfaction & placement
What You Can Do

▪ Ensure program websites function as a full reference for graduate students
  • up-to-date, informative, ADA compliant, and appealing

▪ Ensure program requirements reflect program learning outcomes for students

▪ Ensure highly responsive admissions practices
  • Students’ decisions are heavily impacted by interaction with grad chair/faculty
Ways to Support Graduate Education

▪ Help set up a pipeline of talented students (e.g. Honors program student recruitment)
▪ Consider online or hybrid coursework and programming
▪ Scheduling courses at days/times conducive to graduate students – evening courses?
▪ Funding opportunities – grant-writing, TA positions
▪ Alumni engagement?
Graduate Student Mentoring

- Assess faculty mentoring efforts
  - inform graduate students of program requirements, milestones, career pathways

https://manoa.hawaii.edu/graduate/content/faculty-staff-resources

- Graduate Faculty Mentoring Guide
- Graduate Faculty Do’s and Don’ts
Concluding thoughts, comments, questions?

Mahalo