Graduate Council Meeting  
January 16, 2018 • 10:00 – 11:30 • Gilmore 212

Minutes

Attendance:
Quorum: 11 (Current membership = 23)

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<tr>
<th>Name of Member</th>
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<tr>
<td>R. Babcock, ENGR</td>
<td>X K. Jolly, A&amp;H</td>
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<td>M. Godinet, MBTSSW</td>
<td>X K. McQuiston, A&amp;H</td>
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<td>J. Lemus, SOEST</td>
<td>X E. Biagioni, CNS</td>
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<td>T. Miura, CTAHR</td>
<td>X E. Guentner, CNS</td>
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<td>M. Shannon, SONDH</td>
<td>EXC M. Maaka, COE</td>
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<td>B. Shiramizu, JABSOM</td>
<td>EXC C. Sorenson Irvine, COE, MFS</td>
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<td>R. Ka’aloa, HSHK &amp; SPAS</td>
<td>X B. Powell, MFS</td>
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<td>H. Park, ARCH, TIM, &amp; SCB</td>
<td>ABS H. Leibrreich, GSO</td>
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<td>C. Bacchilega, LLL</td>
<td>X T. Lewis, GSO</td>
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<td>M. Park, LLL</td>
<td>X K. Aune, OGE</td>
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<td>K. Heyer, CSS</td>
<td>X J. Maeda, OGE</td>
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<td>R. Juarez, CSS</td>
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Alternate(s):

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<td>Sandra Chang for B. Shiramizu</td>
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Guests: L. O’Malley, THEA

Welcome & Introductions

Announcements
- Committee assignments:
  - UHF Scholarships (AAA) – to be sent access to these scholarships in STAR when available
  - Frances Davis award (Program) – to be shared via Google Drive when available
  - Peter V. Garrod award (Course) – to be shared via Google Drive when available

Old Business
- Approval of December 12th Meeting Minutes
  - **Vote: 15 in Favor; 0 Opposed; 2 abstentions**

New Business
Program Modification
- THEA BA to MA and BA to MFA pathways
- Use of 699 in the pathway? A clearer indication in program of study would be helpful since courses are listed as 6xx.
- L. O’Malley shared with members the circumstances of the THEA program, how courses are not regularly offered and asked for clarification on the exclusion of practicum courses for pathways.
  - K. Aune and C. Sorensen Irvine shared that double counted courses are more content based and structured in that way.
  - Members of the Council suggested ways THEA might consider in including more pedagogy and teaching information into their current course to allow it to become more content-based. One suggestion was to work with CTE to include more pedagogy information. Another suggestion, so as to allow students not interested in the pathway to also experience the practicum course, would be to create an alpha for the course. One alpha could be a version for the pathway and the other for students not in the pathway.
- A member asked if there is a way to allow a limited number of choices for double-counting? Two or up to three choices to allow for pathway proposals? Also, could double-counted courses be taken prior to being admitted into the THEA graduate program (i.e., prior to the senior year)?
- L. O’Malley will go back to her program to discuss the options suggested by Council members.

Discussion Items
- Ad-hoc members serving on student committees
  - J. Maeda shared two different issues regarding ad-hoc members serving on committees. Ad-hoc members are non-UH faculty from other institutions or community members who are asked to serve on a student’s committee due to their expertise, background, and/or contribution to the student’s research funding. Issue 1 is UH faculty who are asked to serve, but they themselves are not members of the graduate faculty. Issue 2 is what seems like students overlooking UH faculty to seek a member at another institution. Requests for an ad-hoc member often only include that the expertise is not found here at UH and doesn’t include that while we have the expertise, the faculty are not available, seeking this expertise on campus doesn’t align with the research perspective desired, or the context to ask someone from another place.
  - The purpose of J. Maeda asking the members for their thoughts was not to stop this practice, but more to seek perspective from the members and a means by which to improve/clarify this process. It was also as a means to minimize qualified faculty from being overlooked. From the discussion, more clarity on the webpage with
regard to the process to request such members was suggested. Overall, the Council members did not have any concerns with ad-hoc members and it is a practice this is encouraged by members’ of the Council.

- With regard to Issue 1, the perspective of the graduate council from this discussion is still unclear, aside from there does not seem to be concern with UH faculty serving as ad-hoc members for more than one committee. There are also two issues within this one. These are faculty members who are typically in academic units that do not have a graduate program, but it is not limited to those in such situations. The first issue includes faculty who opt to not take part in the requirements to become part of a graduate faculty. The second issue is faculty who are asked to serve, but may not be invited to become part of a program’s graduate faculty.

- An ad-hoc member is to be a one-time member for a student’s committee. There are some faculty members who have been requested more than one time by the same program. Shouldn’t faculty of a research institution become part of the graduate faculty?

- Doctoral committee requirements for professional doctoral programs. One member committee? Dean Aune shared she will look further into this area of standards for committee configuration for professional doctoral degrees.

- One of the Council members shared an issue with equity with other doctoral students if there isn’t a standard for doctoral committees. Part of the experience is learning to negotiate with committee members and working together with different faculty and faculty perspectives.

- Another issue that was raised was safety for student if there is only one member on a committee. A minimum number of 3 members should be the standard. The general consensus of the group seemed to be that the committee while a professional doctoral committee may also have 5 members, 3 should be the minimum. An odd number would be necessary.

- Program majority should also be from UH, as it is the institution from which the degree is being earned.

- Enrollment/Recruitment

- Enrollment numbers of graduate students continues to decrease. Mostly at the master’s degree level – MA more than MS.

- In general, rates at other institutions have increased, but have continued to decline at UHM.

- A question posed about TOEFL scores and ELI. Is score of 100 too high to be exempt from ELI? Is our score to be exempt higher than benchmark schools and does it affect international students applying to UHM?
• Minimum Grade of C-
  o The current minimum grade for credits to be earned toward an advanced degree by OGE is a C-. There seemed to be mixed reactions to this issue with some discussion and concerns RE: grade inflation, approval necessary to repeat a course, counseling students to leave the program if they receive a C-, and request for data on how many students have a C- on their transcript. Dean Aune to request data on number of students who have received a C-.
  o A member suggested the minimum grade should be at least a C since the Transfer credit requirement is a B.

Adjourned: 11:34 am

Next Meeting: February 20, 2018, Gilmore 212