Minutes

Attendance:
Quorum: 11 (Current membership = 23)

<table>
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<tr>
<th>Name of Member</th>
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<tr>
<td>R. Babcock, ENGR</td>
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<td>M. Godinet, MBTSSW</td>
<td>X</td>
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<tr>
<td>J. Lemus, SOEST</td>
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<td>T. Miura, CTAHR</td>
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<td>M. Shannon, SONDH</td>
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<td>B. Shiramizu, JABSOM</td>
<td>EXC</td>
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<td>R. Ka’aloa, HSHK &amp; SPAS</td>
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<td>H. Park, ARCH, TIM, &amp; SCB</td>
<td>ABS</td>
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<td>C. Bachilega, LLL</td>
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<td>M. Park, LLL</td>
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<td>K. Heyer, CSS</td>
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<td>R. Juarez, CSS</td>
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<td>X. Jolly, A&amp;H</td>
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<td>X. McQuiston, A&amp;H</td>
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<td>X. Biagioni, CNS</td>
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<td>X. Guentner, CNS</td>
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<td>X. Maaka, COE</td>
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<td>X. Sorenson Irvine, COE, MFS</td>
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<td>X. Powell, MFS</td>
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<td>X. (Trish) Tupou, GSO</td>
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<td>X. Lewis, GSO</td>
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<td>X. Aune, OGE</td>
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<td>X. Maeda, OGE</td>
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Guests: Ehito Kimura, POLS, Michael Guidry, GES, Daniele Spirandelli, MURP, Makena Coffman, MURP, Nancy Stalker, HIST

Welcome & Introductions

Announcements/Information
- 3MT competition – college-level competitions?
  - Over 35 graduate students participated with over 30 different programs represented.
  - Good follow-up – Scheduled to be on ThinkTech show with Carol Mon Lee on May 21st. Both winners will be shown.
- First meeting to be scheduled in September

Old Business
- Approval of April 17th Meeting Minutes
  - Vote: 14 in Favor; 0 Opposed; 1 abstention
- Course proposal feedback for clarification – AMST 634, ANTH 659, PH 775, DNCE 658, THEA 696(Alpha), 696B, 696C – see attached document.
- UHM-1: DNCE 694 withdrawn from Spring consideration
- Follow-up on graduate minors for Masters and/or PhD Programs
  - Mixed reviews from GSO. GSO also had a range of feedback. Mostly positive or neutral, but no negative feedback. Tabled for foreseeable future.
New Business

- Bachelors/Masters Pathway Guidelines and memo template on the Graduate Division website: [https://manoa.hawaii.edu/graduate/content/combined-pathway-guidelines-bachelors-and-masters-degrees](https://manoa.hawaii.edu/graduate/content/combined-pathway-guidelines-bachelors-and-masters-degrees)
  - Clarification of process; no substantive changes

- Bachelor’s and Master’s Degrees Pathway Proposals
  - General questions and discussion from the Graduate Council members mixed with questions RE: the GES-MURP and POLS proposals.
    - Question RE: inclusion of excess credits plus, double-counted graduate courses. Excess credits are part of current Graduate Division policy for undergraduates. Undergraduates in their senior year may take graduate level courses for credit to be counted toward a UHM graduate degree in excess of the undergraduate requirements.
  - Question RE: sequence of graduate and undergraduate courses in senior year. Some members expressed concern over undergraduate students being able to handle two graduate level courses in the least year of undergraduate degree.
    - Response from M. Coffman and D. Spirandelli: Courses selected to be double-counted are a mixture in difficulty. Additionally, the experience of GES students who enter the pathway are such that they would be prepared to take one of the MURP graduate courses to be double-counted. As for the other, more theory-based course, it would be more challenging. M. Guidry added that the last year of the GES program is also a mixture of difficulty and supportive of students in the pathway. Those students in the pathway would also be deemed capable of handling the work. K. Heyer also added that it has been the experience in POLS that they have had a few students in their senior to have been successful in both undergraduate required courses as well as graduate level courses.
  - Question: Potential to have 5 courses with credits to be counted toward a graduate degree. Some concern of students being successful.
    - Comments by guests from GES and MURP as well as K. Heyer for POLS, that their respective pathways will be very selective. It will be a selective process of students who would be a fit for the pathway. Advising becomes very important.
  - Opportunities for Honors students to participate in pathway? Dean Aune mentioned that Honors students would be a good group to talk with about a combined degree pathway. K. Jolly to be attending an event with Honors students and would help promote this opportunity to Honors students.
  - J. Lemus asked about a previously mentioned topic RE: a forum for graduate programs to interact with Honors students. Dean Aune mentioned that it is something she can look into further with the Honors program.
  - C. Sorensen Irvine reported that the Program committee recommended approval for both pathway proposals. A motion to approve both proposals was made.

- GES-MURP
  - Recommended for approval by Program Committee.
    - **Vote: Unanimous**

- Political Science
  - Offers choice of this course or that course due to course numbering in program.
    - Recommended for approval by Program Committee
    - **Vote: 17 in Favor; 0 Opposed; 1 abstention**
• Updates from Mentoring & Graduate Responsibilities Task Forces
  o Mentoring Task Force, Vice Chair J. Lemus (SOEST): The group has been meeting since Fall 2017. Members include: J. Winter, Chair (CSS), S. Hong (MBTSW), Y. Deng (JABSOM), A. Zhang (A&H), J. Bingham (CTAHR), and M. Tallquist (JABSOM).
    ▪ Two main activities: Training/workshops for faculty and Handbook with guidelines RE: good mentoring practices for faculty
    ▪ For the Guidelines Handbook: task force reviewed graduate mentoring resources from 22 institutions. An annotated list of best practice, guidelines, and good ideas was compiled. J. Lemus summarized all of the annotated notes into one document and organized it according to 5 thematic mentoring sections. Each member is writing up a thematic section. A working draft is to be put together with continued work over the summer.
    ▪ Training/workshop group has been in contact with CTE.
  o Graduate Responsibilities Task Force, Rich Gazan, Chair. Dean Aune reported for this task force. Members include: M. Hixon (CNS), N. Segeral (LLL), T. Sentell (MBTSW-PH), and A. Berez-Kroeker (LLL).
    ▪ This task force reviewed any internal procedures that programs may have had in place with regard to the graduate faculty standards from the Graduate Division web site, review of graduate faculty, standards of faculty behavior that were published by NSF, and related documents the member’s departments were working on relative to conduct and reporting pathways. The task force has drafted a framework to be reviewed by B. McCreary, UHPA, MFS, and others.
  o Tomoaki Miura, CTAHR
  o Bruce Shiramizu, JABSOM
• Margie shared information about AERA – American Educational Research Association as a one venue that is good for graduate students to get a start in sharing their research. It’s a large group that holds an annual conference in different cities each year. The last conference had about 17,000 attendees with about 26,000 strong membership. About 1,000 are graduate students. It’s a good opportunity and place for graduate students to start growing their presentation skills and potential network. There is also a broadened sense of education; it’s more than K-12. It is also considered an international conference.
• Mahalo by Dean Aune to Outgoing Graduate Council Members
  o Tomoaki Miura, CTAHR
  o Bruce Shiramizu, JABSOM
• New Graduate Council Members beginning Fall 2018
  o Rajesh Jha, CTAHR
  o Sandra Chang, JABSOM
  o Andrea Berez-Kroeker, LLL *substitute for Cristina Bacchilega (sabbatical)
• GSO – Feedback RE: Academic Grievance Committee. Agreement from GSO members that the current process doesn’t make sense and is confusing. They asked, could the committee have an odd-number of members with four graduate students and three faculty members? The initial recommendation from the AAA committee was to remove step 3 due to decision by the Graduate Dean in two steps and to reconfigure the committee composition. Context and understanding of GSO about the grievance process may help and provide some clarity. There is some confusion RE: the process on the web site.
• Graduate Chair Matters sessions to be planned for AY 18-19

• Leadership Conference to be offered by OVCAA – August 7-9, 2018. Registration information is forthcoming.

• Graduate Program Maps
  o Meeting with Ka Leo to discuss graphic design and development.

Adjourned: 11:08 am