Graduate Council Meeting
September 22, 2020 ● 2:30-4:00p ● Zoom
Minutes

Attendance:
Quorum: 11 (Current membership = 22)

<table>
<thead>
<tr>
<th>Name of Member</th>
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<tr>
<td>O. Boric-Lubecke, ENGR</td>
<td>EXC B. Fisher, CALL</td>
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<td>J. Guo, MBTSSW</td>
<td>X K. Sands, CALL</td>
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<td>C. Karamperidou, SOEST</td>
<td>X S. Robertson, CNS</td>
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<td>R. Jha CTAHR</td>
<td>ABS T. Tickin, CNS</td>
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<td>A. Tse, SONDH : voted in absentia</td>
<td>EXC M. Maaka, COE</td>
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<td>S. Chang, JABSOM</td>
<td>X C. Sorensen Irvine, COE</td>
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<td>R. Ka’aloa, ARCH/SCB/HSHK</td>
<td>X J. Potemra, MFS</td>
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<td>Q. Liu, ARCH/SCB/HSHK</td>
<td>EXC C. Stephenson, MFS</td>
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<td>A Berez-Kroeker, CALL (P)</td>
<td>X M. Willingham, GSO/E. Turner, GSO</td>
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<td>K. Suryanata, CSS</td>
<td>X M. Singh, GSO/E. Turner, GSO</td>
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<td>Y. Xu, CSS</td>
<td>ABS K. Aune, GD</td>
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<td>X J. Maeda, GD</td>
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* A = AAA Committee; C = Course Committee; P = Program Committee; **bold** = chair

Alternate(s) | Alternate(s) |
-------------|--------------|
K. Csiszar alternate for S. Chang | X |

Guests: Tarcisius Kabutaulaka, PACS, Terence Wesley-Smith, PACS, John Chen, QHS, and Katalin Csiszar, QHS

Welcome & Introductions - shared via PPT

Roles & Responsibilities - shared via PPT

Announcements/Reminders

- Graduate Chair Matters
  - New Graduate Chairs Meeting: September 23, at 9:00a or 11:00a via ZOOM
- Open Office Hours via ZOOM with Graduate Dean & Associate Dean
  - October 28th 10:30 - 11:30a
  - November 18th 1:30 - 2:30p
  - December 16th 12:30p - 1:30p
- Graduate Assembly: Thursday, November 12th 2:30 - 4:00p via ZOOM
- Fall Meetings (Tuesdays, 2:30-4:00pm)
  - September 22, October 27, November 17, December 15

Old Business

- Approval of May minutes
  
  **Motion to Approve. Vote: 11 in Favor; 0 Opposed; 5 Abstentions**
• There was a question following up on the last item on the minutes about the impact of new BAM programs and their use of graduate courses to count toward an undergraduate focus requirement. Dean Aune responded that since the credits in question are related to the undergraduate degree, it should be discussed and addressed by General Education. Since this issue does not affect the graduate degree or program, it is best addressed at the undergraduate level.

New Business
• BAM Pacific Islands Studies
  ○ For the members of the Program Committee who provided input, the proposal looks fine and meets requirements for such a pathway. There were some clarifying questions asked RE: mention of this pathway being 5 years or 5.5 years. The memo is also missing a narrative about the program that is typically included in these proposals.
  ○ There was a question RE: the effective term being Spring 2021, when students apply in Fall of Junior year for a Fall start in this pathway? It was suggested that maybe the narrative could be clearer with regard to deadlines and when students could apply for this pathway? More explicit language relative to deadlines would be helpful too due to the courses to be double-counted being offered in one term only. The dates of Feb 1 and Sept 1 for application deadlines are included in the memo.
  ○ There was a question on whether or not it’s feasible to complete a thesis - one year in plan. Is that a standard length of time for a thesis? For the most part, it is feasible to complete a thesis in one year.
  ○ Another question related to what enrollment numbers look like for the PACS programs and based on that, how many are envisioned to enroll with this BAM pathway? There was also information about their GCERT mentioned, but it does not seem to be included further with the BAM. The inclusion of language for the Catalog is one of the attachments. It was recommended to only include relevant information for the pathway, since the GCERT is a separate program in PACS.
  ○ The following summarizes the revisions to be requested from the program: clarifying length of pathway (is it 5 of 5.5 yrs?) and ensure consistent language is used throughout the memo and academic plan, add a narrative to the memo that provides a little more information about the program, current enrollment in the BA and how many students are envisioned to enroll in this BAM pathway, if approved?

• Motion to Approve with the Requested Revisions. Vote: 14 in Favor; 0 Opposed; 2 Abstentions

• Graduate Certificate in Clinical and Translational Research
  ○ There was a question about the current MS program in CTR and its enrollment? K. Csiszar responded that the revised MS degree is currently in its third year. She shared that the MS was changed to CTR and the PhD is still currently stopped out on admissions. Initially, there were 5 applicants and this year there were 10 applicants, but 1 was admitted to MD program. K. Csiszar shared that the caliber of the applicants has been good as many are also medical school applicants. She has networked with the local hospitals to develop more placements sites for them, thus helping to address the bottleneck issue they had with such sites and mentors previously. The MS program has two tracks, one in Clinical Research (CR) and the other in Quantitative Health Science (QHS). The latter is the more popular track of the two.
  ○ There was a question as to the need for a GCERT when there are two tracks under the
MS that could serve the same population being targeted for the GCERT. Per K. Csiszar, there is a much larger number for people not interested in two years for a MS. They have expressed more of a need for a shorter program and to then have earned a credential. For those students who are admitted to medical school, they would leave the MS after a year and most likely not return. This GCERT has support from the UHM medical school admissions office, the pre-health/pre-law program, and the Mountain West CTR Infrastructure Network (MWCTR-IN) program.

- There was a question as to why Translational Research (TR) is in the title of the GCERT, but there is no guarantee or required coursework in TR? Students might not even choose courses in TR. K. Csiszar and J. Chen responded that they agreed that this could be the case and they had discussed whether or not to keep TR in the title. They acknowledged much of the work was clinically related, but were trying to incorporate the translational research aspects. This may be something for them to consider further in the future and remove TR from the title. Remaining true to the CR work they do now would also ensure truth in what they were providing. A change in the future to include TR in the title could always be proposed. This was acknowledged by both K. Csiszar and J. Chen that TR could be removed from the title.
- The term translational in the memo on page 1 is misspelled. Relatedly, it would be helpful to define and explain what is meant by translational research.
- Another question asked for more explicit information and clarification on #7 of the proposal on how the effectiveness of the program would be measured. Course evaluations don’t address program effectiveness. K. Csiszar responded a list of items (letters a-d) were included to evaluate effectiveness. A suggestion to include employment opportunities that become available with completion of the GCERT could be another way to measure effectiveness. J. Chen acknowledged that there are several employment opportunities that would be available to completers of the GCERT and that this information could be added to measure effectiveness. A question was asked if the GCERT would be recognized by professional organizations? Per K. Csiszar and J. Chen, there are some professional societies for clinical trials, but not really professional organizations for clinical research programs. A strong component is the QHS part, but professional organizations in this area are not known. The value for many students and professionals interested in the GCERT is the experience and expertise resulting from the coursework and research.
- Program to remove Translational Research from the title, revise include more specificity relative to the ways the effectiveness of the GCERT will be measured. K. Csiszar to consult with the Assessment and Curriculum Support Center (formerly Manoa Assessment Office).
- **Motion to Approve pending revision of title and how the effectiveness of the program will be measured. Vote: 15 in Favor; 0 Opposed; 1 Abstention**

**Other New Business - Discussion topics**
- Post pandemic Hawaii recommendations from the budget committee suggested stopping out admission to MA programs along with also advancing and increasing BAM programs, among other recommendations. There is inconsistency/contradiction in the recommendations. C. Stephenson asked whether anyone consulted to help this committee in their gathering of information and did they consult with Graduate Division, specifically, Dean Aune, since these recommendations affect graduate programs? Was there any involvement on the budget committee by Dean Aune? Dean Aune responded she was not involved in any of the budget committee’s work and despite requests to be included at meetings with the other Deans to discuss issues related to graduate
education, she was not invited to those meetings. There has not been any involvement by Graduate Division nor has Dean Aune been consulted in any meetings about graduate education related to the recommendations that have been made.

- Regarding the Re-organization of UHM phase II, there was a question as to Dean Aune’s involvement in any recent discussions about phase II. Per Dean Aune, she has not been at the table on any current plans for phase II. C. Sorensen Irvine reported discussions have shifted to post pandemic outlook and revisiting the discussion. Rather than keeping the number of EMs neutral (no new EMs), the discussion has changed to looking at reducing the number of EMs. C. Sorensen Irvine also expressed concern, with agreement by other Graduate Council members, that Dean Aune has not been present at such discussions for phase II and RE: the recommendations related to graduate education. She added that the MFS SEC will be discussing these topics as well. The SEC will also speak with UHPA. No one knew about the discussions happening this summer by the committee. SEC members were around all summer, as was Dean Aune, so there does not seem to be a reason to not have shared a heads up about the committee’s work with them. All agreed that this is a serious issue.

- Discussion related to the above two topics continued to how to move forward as well as including these topics on the October meeting agenda. With the Graduate Assembly meeting in November, discussion on this topic by the faculty will more than likely occur in that meeting. A member asked how to strategically plan to intervene for graduate education. With the final plans by the Deans due on October 12 to the administration, the timeline is very tight as there is a push to implement by Spring. Per C. Sorensen Irvine, this was the timeline given to the Deans, per communication from her Dean. It has become important to more clearly demonstrate the value and importance of one’s graduate program and its critical role within a R1 institution. Relatedly, it is critical to think about the definition of a R1 institution and not lose sight of how integral graduate students and graduate education is to that status.

Adjourned: 3:55p

Next Meeting: October 27, 2020