Graduate Council Meeting
February 16, 2021 ● 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 -C</td>
<td>B. Fisher, CALL</td>
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<tr>
<td>J. Guo, MBTSSW</td>
<td>K. Sands, CALL-C (co-chair)</td>
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<tr>
<td>C. Karamperidou, SOEST -A</td>
<td>S. Robertson, CNS</td>
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<td>R. Jha CT AHR</td>
<td>T. Ticktin, CNS</td>
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<td>A. Tse, SONDH</td>
<td>Hannah Tavares, COE</td>
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<td>S. Chang, JABSOM</td>
<td>C. Sorensen Irvine, COE</td>
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<td>Q. Liu, ARCH/SCB/HSHK</td>
<td>J. Potemra, MFS</td>
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<td>A. Berez-Kroeker, CALL</td>
<td>C. Stephenson, MFS -P</td>
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<td>K. Suryanata, CSS</td>
<td>M. Willingham, GSO/E. Turner, GSO</td>
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<td>Y. Xu, CSS</td>
<td>M. Singh, GSO/E. Turner, GSO</td>
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<td>K. Aune, GD</td>
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<td>J. Maeda, GD</td>
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*A = AAA Committee; C = Course Committee; P = Program Committee; **bold** = chair

Alternate(s) | Alternate(s) | 15
A. Mawyer, CALL for A. Berez-Kroeker | X

Guests: Kristen Connors, Graduate Division, P. Halagao, Curriculum Studies, Graham Crookes, Second Language Studies, Dina Yoshimi, East Asian Languages and Literatures.

Announcements/Reminders

- Open Office Hours via ZOOM with Graduate Dean & Associate Dean
  - Monday, March 8, 3:00-4:00pm
  - Thursday, April 22, 9:00-10:00am
- Graduate Assembly Meeting - Friday, April 30, 2021; 12:00-1:30pm
  - Join Zoom Meeting https://hawaii.zoom.us/j/91558564315
  - Meeting ID: 915 5856 4315
  - Passcode: gdgasp21
- Advanced Degree ILO assessment update
  - Presentation by Assessment and Curriculum Support Office, Yao Hill and Maura Stephens-Chu at next meeting.
- Update on Scholarships and Awards - K. Connors
  - Information was provided by K. Connors regarding scholarship/fellowship and mentoring and teaching awardees to be determined this term. Each Graduate Council committee is responsible for evaluating applications and related materials. When ready, K. Connors will distribute application materials to each respective committee via Dropbox or provide access to view them.
    - Peter V. Garrod award - Course committee to review. Materials to be sent accessible via Dropbox.
Frances Davis award - Program committee to review. Materials to be sent accessible via Dropbox.

UH Foundation Scholarships/Fellowships - AAA committee. Access to be provided to Giving Tree for the scholarships/fellowships.

Giving Tree/Achievement Scholarship Funds Update - Dean Aune announced via an email in January for all programs to expend their funds. Any remaining funds have been awarded as a Graduate Dean’s Scholarship. Proposals submitted were evaluated and awarded. Awarded students’ should see a scholarship in their MyUH account.

- Funds for AY 21-22 are still pending for graduate education. No amount has been released yet. As shared by Dean Aune, these funds are based on net tuition revenues from the prior fiscal year. The overall amount has decreased in the last few years, but in the allocation process, Dean Aune has largely tried to protect program amounts. Merit based funds are being awarded to students with demonstrable need.

Tuition waiver clarification: All tuition waivers previously used as Achievement Scholarships were monetized pre-2007. A few waivers that are still used include the tuition exemption benefit provided to Graduate Assistants (i.e., all three types: teaching, research, and general) and faculty/staff waivers.

Old Business

- Approval of January 19, 2020 minutes
  Motion to Approve. Vote: 15 in Favor; 0 Opposed; 0 Abstentions

New Business

  - Per P. Halagao, the MMPP GCERT is from a partnership between the College of Education and College of Arts, Languages and Letters. The proposers of the GCERT addressed feedback from the December meeting (i.e., more actionable verbs for the student learning objectives, specifying more clearly how assessment of the GCERT will be done, and consultation with the Linguistics Department). All of the feedback was addressed in the revised proposal. The student learning objectives were revised and they indicated they would use interviews and small focus groups of participants to see how their work has changed after earning the GCERT. Per G. Crookes, consultation occurred with the chair of Linguistics who checked with his department and they support the GCERT. Three courses from Linguistics were added as elective choices.
  - There were a few additional comments:
    - Ensure the year of the Strategic Plan reflects 2015-2025 rather than 2019 and that the link goes to the plan which is now in final form. Status of the plan and correct link to be corrected.
    - On p. 9 for the professional course electives, the text says, option of 1. Shouldn’t it be option of 3 courses from the list?
  - Motion to Approve with minor revisions. Vote: 15 in Favor; 0 Opposed; 0 Abstention

AAA committee RE: update on Graduate Faculty Responsibilities (GFR) work - The committee has not yet had a chance to meet RE: their charge. Dean Aune offered to help facilitate a meeting of the committee. Their charge is to further the work of the GFR task force
to propose a standard related to mentoring for all graduate faculty. Any negative effect on graduate faculty status would be considered a personnel action, which also contributes to the difficulty of approaching this issue. As part of that work C. Karamperidou has proposed getting a sense of the prevalence of the issues with mentoring and then figuring out ways forward. A draft of a mentoring climate-related survey was provided to the AAA committee by Dean Aune. The survey was a revised version of one from another institution.

- Question - should the student respondents be asked to include their department? There was a comment that doing so may discourage some from completing the survey, especially if they are in a small program. There was a suggestion to include college/school, but not necessarily the department, to help address small programs, but another comment was made that to gauge the extent of concerns with mentoring it would be helpful to know in which program they’re enrolled. This survey would be to provide basis from which to consider next steps since the extent of the issue is unclear and anecdotal.

- One of the suggestions shared by C. Karamperidou that SOEST is looking into doing is having a group of mentors that are outside of a student’s program to consult and meet with regularly. The group of mentors would serve as a means to help support students in time of concern or in just making sure they’re okay. There was discussion at the last meeting and again in this meeting that potentially this model could be campus-wide, if faculty and students are interested. A survey of the potential issues could also include a question to gauge interest by students in such a model. Potentially campus-wide. How likely are you to use a resource like this if it’s offered? General satisfaction of mentoring and gauging interest in creating a new pathway for students.

- There was a suggestion that maybe the UR could be the outside mentor. However, while part of the role of the UR is to be an advocate for the student and be at arms’ length from the student’s program and chair, the other part of their role is to also ensure integrity of the process and dissertation. Perhaps, the role could be delineated differently? There was some discussion as to the UR serving as more of a mentor? More discussion on the role of the UR and if it could fit into this role as an outside mentor would be needed. Dean Aune shared that ensuring the UR is aware of their role and responsibilities is important. She is planning to have a discussion with faculty who have been identified as having frequently served as UR for their perspective on their role and issues/concerns that they may have experienced. Hearing from them may also be a way to gauge mentoring issues too.

- There was a question on what resources are currently available for students? Currently, aside from the Graduate chair, Department chair, Dean’s offices in schools/colleges, Graduate Division is a place for students to seek help for concerns. In the re-org 2 proposal, per C. Sorensen Irvine, the CARES office would provide informal mediation to work through issues. The office is not yet staffed (i.e., part of re-org), however, administration is committed to funding the office.

- Further discussion on this topic with the AAA committee is important. For the survey, GSO representation may be helpful. Adjourned: 3:54p

**Next Meeting:** March 23, 2021