Graduate Council Meeting
April 20, 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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<tbody>
<tr>
<td>O. Boric-Lubecke, ENGR</td>
<td>B. Fisher, CALL</td>
<td>X</td>
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<tr>
<td>J. Guo, MBTSSW</td>
<td>K. Sands, CALL-C (co-chair)</td>
<td>X</td>
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<tr>
<td>C. Karamperidou, SOEST -A</td>
<td>S. Robertson, CNS</td>
<td>X</td>
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<tr>
<td>R. Jha CTAHR</td>
<td>T. Ticktin, CNS</td>
<td>X</td>
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<tr>
<td>A. Tse, SONDH</td>
<td>Hannah Tavares, COE</td>
<td>X</td>
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<td>S. Chang, JABSOM - left 3:10p</td>
<td>C. Sorensen Irvine, COE</td>
<td>X</td>
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<td>J. Stilgenbauer, ARCH/SCB/HSHK</td>
<td>J. Potemra, MFS</td>
<td>X</td>
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<td>A. Berez-Kroeker, CALL</td>
<td>C. Stephenson, MFS -P</td>
<td>X</td>
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<td>K. Suryanata, CSS</td>
<td>M. Willingham, GSO/E. Turner, GSO</td>
<td>ABS</td>
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<td>Y. Xu, CSS</td>
<td>M. Singh, GSO/E. Turner, GSO</td>
<td>X</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)
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Announcements/Reminders

- Open Office Hours via ZOOM with Graduate Dean & Associate Dean
  - 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
- Peter V. Garrod Awardee: Dr. Lois Yamauchi, Educational Psychology
- Frances Davis Awardee: Heewon Kwon, PhD, Psychology
- Fall 2021 Meetings: Tuesdays, 3:00 – 4:00 p.m.
  - September 21, October 19, November 16, December 14
  - Join Zoom Meeting https://hawaii.zoom.us/j/94790587666
  - Meeting ID: 947 9058 7666 Passcode: gdgc2021

Old Business

- Approval of March 23, 2021 minutes
  **Motion to Approve. Vote: 14 in Favor; 0 Opposed; 2 Abstentions**

New Business

- Course Proposals:
- ANTH 664 - Tabled from March meeting due to time. There did not appear to be any questions or concerns with this new course proposal. Recommended by Course committee for approval.
  - **Motion to Approve. Vote: Unanimous in Favor; 0 Opposed; 0 Abstention**

- EDCS 670 - Tabled from March meeting due to time and questions about the proposal and syllabus. There were several questions by the members about the nature of the course, the alignment of information in the Justification document and syllabus and in how students would be assessed. These issues were shared with the proposer by K. Sands, Course committee chair and a revised version of the Justification and syllabus requested. Revised versions were submitted and the Course committee recommends approval based on the changes made.
  - **Motion to Approve. Vote: Unanimous in Favor; 0 Opposed; 0 Abstention**

- EDCS 671 - Tabled from March meeting due to time and similar issues as with EDCS 670. Revised versions of the Justification and syllabus were requested by K. Sands. Revised versions were submitted and the Course committee recommends approval based on the changes made.
  - **Motion to Approve. Vote: Unanimous in Favor; 0 Opposed; 0 Abstention**

- DNCE 674 - There did not appear to be any questions or concerns with this new course proposal. Recommended by Course committee for approval.
  - **Motion to Approve. Vote: Unanimous in Favor; 0 Opposed; 0 Abstention**

- EE 669 - There were some questions/suggestions posed to the proposer by K. Sands RE: grading scale, clarifying whether this course was a 3 cr or 2 cr course based on information on the UHM-1 form and syllabus, and the percentages from the assignments only totaled 80%, rather than 100%. The proposer has revised the syllabus and resubmitted it clarifying or correcting the identified areas. Recommended by Course committee for approval.
  - **Motion to Approve. Vote: Unanimous in Favor; 0 Opposed; 0 Abstention**

- MBBE 611 - Feedback RE: the proposal was shared by K. Sands with the proposer. No revisions were received in time for the meeting.
  - **Motion to Defer Discussion to Next Meeting. Vote: Unanimous in Favor; 0 Opposed; 0 Abstention**

- ME 628 - There did not appear to be any questions or concerns with this new course proposal. Recommended by Course committee for approval.
  - **Motion to Approve. Vote: Unanimous in Favor; 0 Opposed; 0 Abstention**

- ME 631 - There did not appear to be any questions or concerns with this new course proposal. Recommended by Course committee for approval.
- **Motion to Approve. Vote: Unanimous in Favor; 0 Opposed; 0 Abstention**

  - **ME 652** - There was one question RE: the proposer being the primary person to teach the course. No others in the department would teach it. K. Sands asked the Council members if there was any concern for a course to be created for just one person as departments often hire faculty by expertise. None of the members responded with any concerns. There did not appear to be any other questions or concerns with this new course proposal. Recommended by Course committee for approval.

  - **Motion to Approve. Vote: Unanimous in Favor; 0 Opposed; 0 Abstention**

  - **ME 662** - There were some errors on the UHM-1 form that will be changed - term of effect to be SP 2022 and line out check in Gen Ed Designation box. Recommended by Course committee for approval.

  - **Motion to Approve. Vote: Unanimous in Favor; 0 Opposed; 0 Abstention**

  - **NREM 670** - Errors on the UHM-1 form in contact hours, should be 60 hours for 4 credits and to credits to be earned should be 4 credits to be made. Recommended by Course committee for approval.

  - **Motion to Approve. Vote: Unanimous in Favor; 0 Opposed; 0 Abstention**

  - **ORE 657** - There did not appear to be any questions or concerns with this new course proposal. Recommended by Course committee for approval.

  - **Motion to Approve. Vote: Unanimous in Favor; 0 Opposed; 0 Abstention**

  - **ORE 783E** - There did not appear to be any questions or concerns with this new course proposal. Recommended by Course committee for approval.

  - **Motion to Approve. Vote: Unanimous in Favor; 0 Opposed; 0 Abstention**

  - **THEA 655** - There did not appear to be any questions or concerns with this new course proposal. Recommended by Course committee for approval.

  - **Motion to Approve. Vote: Unanimous in Favor; 0 Opposed; 0 Abstention**

- **Policy RE:** GAs working from outside of HI

  - For any requests to have a GA work from out of state, similar to faculty requests, approval must be obtained going forward. Flexibility was allowed during AY 20-21 due to the pandemic and the uncertainty of the situation, but this practice will no longer be allowed without explicit approval by a Dean. In the case of GAs, the request would be submitted from the hiring unit to their Dean to the Dean of Graduate Division for approval. Per Dean Aune in conversations she has had with other Deans, it appears that for GAs funded by state monies requests to work from out of state will most likely not be allowed. However, for GAs funded by extramural funds, if a request is approved, they might be able to work from out
of state. It appears that the determining factor is the source of funding - whether from the state or other.

- The issues and concerns that have arisen surround liability and tax concerns for those working from out of state.
- Relative to faculty and staff, there does not seem to be any further information other than the reference made to an August 20 memo from Provost Bruno. Per Dean Aune, Dean Chisman, Outreach College, has mentioned looking into a possible outside entity to handle employees working from out of state. They would have the expertise to handle issues related to the tax and liability implications, but there is also a cost factor involved. Discussions are still occurring in the Office of General Counsel.
- A suggestion was made to have this information in writing to disseminate. Dean Aune indicated she is working on a memo for GAs, but will also follow-up with the Provost's office seeking further clarification on this situation.

- Phase 2 Re-org:
  - One of the Council members asked about the impact of this phase of the re-org on GD. The decision to approve the re-org was recently approved by the BOR. Dean Aune shared that graduate admissions will be moving to the Office of the VP of Enrollment Management which includes three GD positions. However, policies related to admissions remain w/ GD. There is major concern with disaggregating the one stop shop service model and the transition will be challenging. There is also projected use of a graduate version of EAB, which would follow a similar process as what is used for undergraduate admissions to also include graduate recruitment. A point one of the Council members made was that the recruitment of graduate students differs from undergraduate students and also differs between professional graduate students and traditional graduate students. The marketing of graduate programs will enhance admissions. EAB has good tools and it’s unclear why GD couldn’t have had these tools to use as part of a more collaborative effort to benefit all of graduate education. As shared by Dean Aune, while we foresee a challenge to the transition period, we are also hopeful this change is successful once the dust has settled.
  - There is also a change in the reporting line of the Dean of GD whereby the Dean of GD now reports to the Interim Associate Vice Chancellor for Academic Affairs (iAVCAA), unlike all other Deans who continue to report directly to the Provost. The Dean of GD previously reported to the Provost. This was a rather abrupt change that occurred prior to the approval of the re-org.
    - There was a question for Dean Aune RE: reason to move the Dean of GD from under the Provost to under the iVCAA. Dean Aune indicated that there may be a variety of factors that contributed to this change, however the actual reason for the change was not clear or explained. Additionally, the Interim Assistant Vice Chancellor for Undergraduate Education is also to report to the iAVCAA rather than to the Provost.
    - Further, discussion moved to if there were any concerns with GD being organizationally under Academic Affairs versus Research. Dean Aune shared that graduate education spans both Research and Academic Affairs and GD works well with both offices currently. But through the Phase 2 reorganization, with the move of graduate admissions to Enrollment Management (EM), and the subordinate reporting line vis a vis other Academic Deans who all report to the Provost rather than a Vice
Provost, there are concerns about the support of, and appreciation of the importance of graduate education to our research university.

- Per C. Sorensen Irvine, this re-org has also highlighted a major structural issue in terms of GD being severely underfunded. Dean Aune shared that GD’s budget is highly dependent on the application fee. Whether or not the fee will move to EM is also unclear. It is hoped that this basic structural budget deficit will be addressed with this change.

- A Council member suggested having a discussion on the future of graduate education as this may be the time for it. Research productivity tends to increase whenever there has been a budget crisis and over time the strength of research at UH may cause the Legislature to conclude that UH can rely more heavily on research funds and thus, provide less funding. While the research productivity of faculty and graduate students is and has been a strength of UHM, the administration may not realize its effect on state funding in the long run. Unfortunately, the issues at UHM relative to graduate education have been historical. Dean Aune pointed out that at other institutions, graduate education is elevated in status and clearly valued. Suggestions were made to think about ways to display the value of graduate research outside of only focusing on extramural funding for innovation and entrepreneurship. C. Sorensen Irvine shared that a virtual conference/poster session might be an event to consider. Dean Aune suggested a collaborative event with OVCR and UROP might be something to consider.

Adjourned: 3:48p

**Next Meeting:** May 11, 2021