Graduate Council Meeting
September 21, 2021 ● 3:00-4:30p ● Zoom
Minutes

Attendance:
Quorum: 11 (Current membership = 22)

<table>
<thead>
<tr>
<th>Name of Member</th>
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<tbody>
<tr>
<td>A. Tse, SONDH - A</td>
<td>C. Sorensen Irvine, MFS - P</td>
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<td>P. Berkelman, ENGR</td>
<td>E. Biagioli, MFS</td>
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<td>A. Mawyer, CALL</td>
<td>B. Fisher, CALL</td>
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<td>H. Tavares, COE</td>
<td>S. Robertson, CNS</td>
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<td>T. Ticktin, CNS</td>
<td>J. Stilgenbauer, ARCH/SCB/HSHK</td>
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<td>K. Suryanata, CSS - C</td>
<td>M. Tallquist, JABSOM</td>
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<td>C. Karamperidou, SOEST</td>
<td>Y. Xu, CSS</td>
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<td>A Berez-Kroeker, CALL</td>
<td>Sara Saastamoinen, GSO</td>
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<td>J. Guo, MBTSSW</td>
<td>Alena Shalaby, GSO</td>
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<td>P. Nerurkar CTAHR</td>
<td>K. Aune, GD - on professional leave -</td>
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<td>J. Yoshioka, COE</td>
<td>J. Maeda, GD</td>
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* A = AAA Committee; C = Course Committee; P = Program Committee; bold = chair

Alternate(s)

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<tr>
<td>H. Dulai, SOEST for C. Karamperidou</td>
<td>J. Jarrett, CNS for T. Ticktin</td>
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<tr>
<td>T. Gruter, CALL for A. Berez-Kroeker</td>
<td>A. Wong, ARCH/SCB/HSHK for J. Stilgenbauer</td>
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Guests: Daniel Harris-McCoy & Helen Baroni, Religion, Noelani Puniwai, Malia Nobrega-Olivera, Mehana Vaughan, Maya Saffery, Kekuewa Kikiloi, Konia Freitas, Jon Osorio, Hawai‘inui‘akea

Announcements/Reminders

- 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
- Fall 2021 Graduate Assembly: Thursday, November 18, 2:30 – 4:00 p.m.

Join Zoom Meeting

https://hawaii.zoom.us/j/99320854126

Meeting ID: 993 2085 4126

Passcode: gradgaf21

- Graduate Program Maps - see GD Program page for any of these programs (ENG-MA & PhD, PH-MPH, SLS, and SW) for an example.

Welcome and Introductions
Committee chairs:
  ○ AAA: Alice Tse
  ○ Course: Krisna Suryanata
  ○ Program: Christine Sorensen Irvine

Orientation
  ○ J. Maeda asked the members to share announcements and information with the graduate chairs in the college/school they represent. If there are two representatives, they would decide how they will share this responsibility. Representatives are to also ask if there are any topics or issues their college/school would like to have discussed by the Graduate Council.

  ○ Attachments sent with agenda:
    ■ Course and Program Committee Review documents
    ■ AY 21-22 Directory of Graduate Chairs by College/School

Old Business
  ● Approval of May 11, 2021 minutes
    ○ there were no questions; passed
    Motion to Approve. Vote: 11 in favor, 0 opposed, 5 abstentions.

New Business
  ● Course Proposals:
    ○ REL 601, 602, 603, 604, 605
      ■ Questions and feedback were sent from the Course committee via J. Maeda prior to the meeting. One of the questions from the committee was about the work to be done in the last half of the course on the final paper. The committee supported the idea and understood the reason behind what the program was proposing, but it was unclear if the same final paper in one class was to be submitted in the other classes as well?
      ● H. Baroni explained that the courses being proposed are topical in nature with regard to religion rather than focused on the geographic regions of religions and this field of study. This is a change in approach to help the department to support their current faculty size and graduate program. The same paper would not be submitted for more than one seminar course. It would be different chapters or aspects of an MA Thesis or project per class. The instructor of record would be the one to grade the paper and if another faculty member was assisting the student with the paper, if it was in their geographic area of expertise, they would be more of a consultant to the student. The faculty agreed they would collaborate and be available to work with students on their paper, but the instructor of record would still award the grade for the paper and the course.
      ■ K. Suryanata requested for a sentence or two to be added to the syllabus for each course. The information would specify what is acceptable for students to be aware that their paper would still address the theme or topic of the course and connect to the content covered in that course.
      ■ A second question related to the scheduling of the courses. With these new courses being required, have time conflicts with teaching assignments (if students as a GTA) or other courses been considered?
H. Baroni explained that all Religion courses are scheduled in the afternoons or evenings. The REL 150 course where graduate students may serve as a GTA is assisting a faculty member. The GTA is not the instructor of record and those courses are scheduled in the morning. H. Baroni also mentioned that as Graduate Chair, she also meets at least twice with the students for advising. The students will be well aware of these courses and to register for them when offered.

**Motion to Approve all five course proposals with minor modifications. Vote: 17 in favor, 0 opposed, 0 abstentions.**

- Program Modification
  - **MA Degree in Religion (Asia) to Religious Traditions of Asia and the Pacific**
    - There was a concern raised about the change from including only 400-level courses to include using 300-level courses. The proposal was missing clear rationale for this change. C. Sorensen Irvine asked if using 300-level courses toward graduate degree requirements was typical? J. Maeda shared that it's possible to use 300-level upper division courses, but not typical. Discussion by the members included the possibility of stacking an undergraduate upper-division course and a graduate course, graduate level requirements and expectations in upper division undergraduate courses, and including graduate level work and expectations on upper division course syllabi, unless a stacking arrangement is used. Graduate Division has guidelines for departments to consider when wanting to consider stacking undergraduate and graduate courses. In such an arrangement there should be a syllabus for the undergraduate course and the graduate level course.
    - H Baroni explained that the discussion by the Religion faculty to allow 300-level courses was to help with their size. She did state that she was concerned about including 300-level courses, but the majority of the Religion faculty had voted to include them.
  - J. Jarrett and S. Robertson shared how their departments have used stacking. Other members also mentioned the inclusion of graduate level expectations and assignments in syllabi when graduate students are enrolled in upper division courses. Syllabi are important for graduate students to show work they were expected to do as part of the course to have it counted toward their degree. There was much discussion on this topic as it relates to accountability for students and level of learning expected.
  - Another question was asked to clarify what was happening in weeks 8-16 of the new courses? It was confusing to see coursework for weeks 1-7, but it was unclear what students were to be doing in the last 8 weeks - if it was related to research or work for the course?
    - H. Baroni explained the faculty had agreed to schedule time in those last 8 weeks of the term, to be “on call” during those weeks to work with students on their paper - Thesis or project as well as the parts of the Thesis or project that are to be submitted for the courses. The other faculty would be consultants and available to work with the student along with the course instructor.
C. Sorensen Irvine and a few Graduate Council members shared agreement on the following recommendations to the program:

- Provide a clear rationale to justify why 300 level courses are being offered to graduate students;
- Remove use of 300-level courses and maintain current requirement of 400-level courses; or
- Consider stacking similar/compatible undergraduate and graduate courses

No vote was taken on this program modification. The Graduate Council asked the program representatives to discuss the recommendations with their program colleagues and return with information at the next meeting.

**GCERT: Kū'oko'a – ‘Āina Based Leadership in Hawaiian Studies**

- There was general agreement on the merit and value of this proposal. Per C. Sorensen Irvine, the questions that came out from review of the proposal were more for clarification.
  - For a few of the courses listed in the proposal, the credits assigned were higher than 3 credits or variable and would raise the total number of credits for the GCERT. Proposers of the GCERT shared that changes to the credits for the courses were completed in the last year. Courses that were four credits are now three credits. For the field courses that are variable credit, how will that work for students in the GCERT? Will they be required to take it for 3 credits and registration checked?
  - There was a question about what happens if there is not enough funding since it was mentioned that costs related to the GCERT would be supported through various means from Hawai‘inuiākea. N. Puniwai responded that courses would only be offered if there was funding to support the students. They proposers had surveyed 100+ organizations in the community and many have expressed interest in contributing funding for their students to go to school. The proposers also mentioned that they work on community relationships and other partnerships to keep costs low. J. Osorio added that the Dean’s office in Hawai‘inuiākea has funds that could be used and that it should not be an issue.
  - There was a question about the number of prerequisites that the courses in Hawaiian Studies (HWST) have that would need to be waived for students who have not taken them. K. Kikiloī, K. Freitas, N. Puniwai, and J. Osorio shared that historically, courses in HWST were restricted to majors to ensure those students were in the courses and prepared for the courses on which the prerequisites provided the foundation. Additionally, discretion to waive prerequisites has always been provided to the course instructors. The proposers also added that this proposal has undergone a substantial vetting process within Hawai‘inuiākea, especially at the department level and at each level after that.
  - Another question was raised about student participation as this proposal had evolved from initial versions over the 5 year period of its development. M. Nobriga-Olivera responded that she has communicated with students, has been helping respond to questions about this GCERT from current students and community members interested in its being available.
  - A comment made by C. Sorensen Irvine was to consider other methods to assess the success of this GCERT. The use of eCAFE is not an appropriate assessment tool for the success of the GCERT.
With this GCERT being multi and interdisciplinary across many courses and departments on campus, there was a question as to whether the departments were asked for their support to have specific courses from their departments used toward this GCERT. The proposers of the GCERT responded that they have support from all of the faculty and courses listed in the proposal typically taught by those faculty. M. Vaughan shared that this GCERT was discussed in NREM faculty meetings and is supported by the NREM faculty. J. Maeda suggested including email support from relevant department chairs of their support of courses in their respective department to be used toward this GCERT.

- Recommendations to proposers of the GCERT:
  - Provide information in the proposal about the changes to the credits for relevant courses listed for the GCERT, information on how variable credit field courses are to be taken - will 3 cr be required for all GCERT students and they will be advised of that requirement, removing use of eCAFE evaluations, and include emails of department level support for the GCERT from all departments whose courses are listed as possible course choices.

- **Motion to Approve. Vote: 15 in favor, 0 opposed, 0 abstentions.**

- Update: M. Tallquist asked for an update on the reorg - enrollment & admissions. The meeting had passed the 4:30p end time. This will be included on the November meeting agenda.

Adjourned: 4:32 pm

**Next Meeting:** October 19, 2021