MINUTES

GRADUATE COUNCIL MEETING
February 20, 2013

I. CALL TO ORDER

Chair Ken Morris called the meeting to order at 2:00 p.m. on Wednesday, February 20, 2013, at the University of Hawai‘i at Hilo’s Mo‘okini Library, Conference Room B (Room 232).

In attendance: Nalini Yadav, Aaron Jacobs, Michael Shintaku, Brian Bays, Ken Morris, Scott Saft, Adam Pack, Māhealani Jones, Tam Vu, Bryan Kim, Dan Brown, Donald Price, Cathy Zenz, and Holo Hoopa'i.

II. APPROVAL OF MINUTES OF THE FEBRUARY 6, 2013 MEETING

Scott Saft moved and Adam Pack seconded a motion to accept the minutes of the February 6, 2013 meeting without amendments. (8 in favor, 0 opposed, 0 abstained)

III. AGENDA ITEMS

Graduate Admission Policy for Visiting International Graduate Students

Māhealani Jones: Currently, a visiting graduate student to UH Hilo, who is non-degree seeking, is regarded as unclassified. While acceptable for domestic visiting graduate students, this policy implicates international visiting graduate students, who are required to have a classified status for visa purposes.

The council discussed incorporating policy from UH Manoa on the matter. Ms. Jones will look at the current language of UH Manoa’s policy for international graduate students, who are non-degree seeking, and recommend to the council further action.

Revision to the UHH Catalog

Brian Bays: Mr. Bays submitted revisions to the Catalog under the section “Requirements for Candidates for Doctoral Degrees.” The revision included a subsection to clarify the publication of dissertations.

The council discussed that a policy should require both doctoral dissertations and master’s theses to be published. The council also discussed procedural mechanisms in regards to the submission of Form 3 and Form 4. VCRED Daniel Brown pointed out that Form 3 should require his signature. Cathy Zenz will add the VCRED as an additional signatory on Form 3.

Adam Pack moved and Tam Vu seconded a motion that all theses and dissertations be published. (8 in favor, 0 opposed, 1 abstained) Mr. Bays will make the necessary changes to the Catalog.
Graduate Council Charter

Nalini Yadav: Ms. Yadav pointed out a minor error in Article I, Section 3, where there needs to be a space between the words “Development” and “(VCRED)”. Holo Hoopai will revise the Graduate Council charter to correct the error.

Tam Vu moved and Adam Pack seconded a motion to approve the Graduate Council charter inclusive of correcting the error pointed out by Ms. Yadav.

IV. ADJOURNMENT

There being no further business, the meeting adjourned at 3:00 p.m.

Minutes submitted by Holo Hoopai.