

**Graduate Studies Council Meeting Minutes**  
**February 23, 2012**

**Called to Order- 9:45am**  
**Meeting adjourned- 10:55am**

**Participants:** Kenneth Morris (Chair), Aaron Jacobs, Cathy Zenz, Mahealani Jones, Michael Shintaku, Scott Saft, Steve Lundblad, Tam Vu, Yoshiko Fukushima, Nalini Yadav, Nancy Lombard  
**Apologies:** None

<b>Agenda</b>	<b>Discussion Topics</b>	<b>Decision/Action Taken</b>
Approval of Minutes	<ul style="list-style-type: none"> <li>• January 26, 2012 meeting minutes</li> <li>• February 9, 2012 meeting minutes</li> </ul>	<ul style="list-style-type: none"> <li>• Corrections to be made               <ul style="list-style-type: none"> <li>○ Move to approve.                   <ul style="list-style-type: none"> <li>▪ All in favor (7 yes, 0 no/abstentions)</li> </ul> </li> </ul> </li> <li>• Corrections to be made.               <ul style="list-style-type: none"> <li>○ Move to approve.                   <ul style="list-style-type: none"> <li>▪ All in favor (8 yes, 0 no/abstentions)</li> </ul> </li> </ul> </li> </ul>
Post Baccalaureate and Graduate Distinction	<ul style="list-style-type: none"> <li>• The website does not make it clear the distinction between a post baccalaureate program and graduate programs.               <ul style="list-style-type: none"> <li>○ It is clearly reflected in the university policy but not on the website.</li> </ul> </li> <li>• Once the Education program changes there will no longer be any post baccalaureate programs at UH Hilo.</li> </ul>	<ul style="list-style-type: none"> <li>• Who is in charge of the website?               <ul style="list-style-type: none"> <li>○ Find out from Dan or Yolanda.</li> </ul> </li> </ul>
Proposal to Modify	<ul style="list-style-type: none"> <li>• There are no issues with congress seeing what is going through GC.               <ul style="list-style-type: none"> <li>○ Whatever goes to them has to go thru regardless with or without their recommendations.</li> <li>○ GC is not a committee of congress.</li> </ul> </li> <li>• Aaron- interested in changes that affect the resources, etc and that affect the faculty as well as policy that affects policy as a whole.               <ul style="list-style-type: none"> <li>○ There may need to have a line added in for a liaison for communication purposes.</li> </ul> </li> <li>• What is decided at GC does not get routed through faculty congress.</li> <li>• Dictating time limits will not work to well because people just want to get their policies approved.</li> <li>• Proposed changes               <ul style="list-style-type: none"> <li>○ Proposals still need to go through congress.</li> <li>○ GC is a recommending body but has to approve new policies that get approved by admin.</li> <li>○ GC serves as the graduate college under Dan.</li> <li>○ Policies can't be adopted without the GC approval.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Ken to do another draft.</li> </ul>

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Agenda	Discussion Topics	Decision/Action Taken
Certificate Programs	<ul style="list-style-type: none"> <li>• Students working on their bachelor's degree can work on a certificate simultaneously.               <ul style="list-style-type: none"> <li>○ Has to be approved as post baccalaureate and take classes at bachelor's degree level.</li> </ul> </li> <li>• Program recruiting-looks like college lied to the student and it may interfere with future recruiting.               <ul style="list-style-type: none"> <li>○ Student believed that they were going into a graduate certificate program not a post baccalaureate.                   <ul style="list-style-type: none"> <li>▪ Ka Haka Ula had program approved by BOR as a doctorate and MA, they thought it was graduate.                       <ul style="list-style-type: none"> <li>• Approved in 2004.</li> <li>• It was misunderstood to be graduate but is post baccalaureate.</li> </ul> </li> </ul> </li> <li>○ Need to take care of the student and clean up policies.                   <ul style="list-style-type: none"> <li>▪ Had to substitute 600 level courses for 400 level courses. It shouldn't be a problem to fix.</li> </ul> </li> </ul> </li> <li>• It was proposed that any certificate needs 22 hours, 20% can be undergraduate credits.               <ul style="list-style-type: none"> <li>○ A set number of credits is preferred instead of a percentage.</li> <li>○ How much of a masters can be undergraduate?                   <ul style="list-style-type: none"> <li>• Kahuawaiola                       <ul style="list-style-type: none"> <li>○ Needs to take it to senate and have approved.</li> <li>○ They may have to set a specific # of credits for a graduate certificate.                           <ul style="list-style-type: none"> <li>▪ Possibly leave core classes and strip out GE for graduate certificate.</li> </ul> </li> </ul> </li> </ul> </li> <li>• The purpose of graduate certificates is not to serve as a master's degree.               <ul style="list-style-type: none"> <li>○ No thesis required.</li> <li>○ Possible money maker.</li> </ul> </li> </ul> </li></ul>	<ul style="list-style-type: none"> <li>• GC doesn't deal with post baccalaureate.</li> <li>• Dan has to approve student.               <ul style="list-style-type: none"> <li>○ Cathy or Mahealani must ask to make the exception.</li> <li>○ It is not possible to hold someone to policy that doesn't exist.</li> <li>○ Will this be in time for May 2012 graduation?</li> <li>○ Need to make sure no violation of current policies.</li> </ul> </li> </ul>

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	<b>Discussion Topics</b>	<b>Decision/Action Taken</b>
Policy Review	<ul style="list-style-type: none"> <li>• What programs have moved from provisional to permanent?               <ul style="list-style-type: none"> <li>○ Masters further along than PhD (Hawaiian)                   <ul style="list-style-type: none"> <li>▪ Hope to be ready by end of the semester Spring 2012.</li> </ul> </li> </ul> </li> <li>• Programs that were due for review last year were told to hold off.</li> </ul>	<ul style="list-style-type: none"> <li>• None</li> </ul>