Attendance: Ken Morris (Chair, minutes), Michael Shintaku, Scott Saft, Cathy Zenz, Aaron Jacobs, Mahealani Jones, Jerry Calton, Yoshiko Fukushima, Donald Price, Bryan Kim, Natalie Beams

Meeting brought to order at 10:00am

1. **Approval of Minutes**
   a. To be posted on website

2. **Graduate Program Workload Reconciliation Proposal**
   a. Discussion on version 03-31-11 DP-km
   c. Also under Page 4, Item 3a., suggested change in wording from “analyzed element of the ATP and planning activities” “to analyzed element of the future ATP and planning activities”
   d. Typographical error, page 3 under section “Assessment of Graduate Workload Assignment at Similar Institutions and Proposed Adjustment”, 1.5 cr/cr should read: 1.5 cr/year
   e. Suggestion was heard that Page 4, section on “Overall Impact” should assert that proper resources be allocated to the program based on increased revenue from tuition and other resources.
   f. Suggestion was heard that all “unit” (i.e. departmental) references be removed from the workload document.

3. **Next meeting will be April 21, 2011.**

Meeting adjourned at 11:00am