

Graduate Studies Council Meeting Minutes		
Meeting Date:	April 26, 2012	Called to Order- 9:50am Meeting adjourned- 10:55am
Participants:	Kenneth Morris (Chair), Aaron Jacobs, Natalie Beam, Cathy Zenz, Jan Zulich, Mahealani Jones, Yoshiko Fukushima, Michael Shintaku, Kay Daub, Scott Saft, Steve Lundblad, Tony Wright, Tam Vu, Pila Wilson	
Apologies:	Nalini Yadav	
Agenda	Discussion Topics	Decision/Action Taken
Approval of Minutes	April 19, 2012 meeting minutes	<ul style="list-style-type: none"> • Corrections to be made. <ul style="list-style-type: none"> ○ Move to approve. Tony Wright move to approve, Jan Zulich seconded. <ul style="list-style-type: none"> ▪ All in favor (8 yes, 1 abstention, 0 no).
BOR Policy	<ul style="list-style-type: none"> • BOR classifications went to the Chancellors. • The executive policy was sent to Clair at HR. 	None
MA Student Extension	<ul style="list-style-type: none"> • There are currently 7 students requesting an extension. <ul style="list-style-type: none"> ○ Five students who need another extension. ○ Two students have applied for graduation. ○ Some of the students aren't enrolled and haven't shown to make any progress. ○ The timeline for these students have already lapsed. ○ One student's coursework dates back to 2002 and the other 2004. ○ When these students started the program the time limit was 7 years but now it is 5 years as of 2005. ○ Only one of the students who were on leave of absence had an approved leave, the other one only had it approved by the program but not by the graduate division <ul style="list-style-type: none"> ▪ It is assumed that it is not the students fault because it was accepted without a signature. • There are no grants in Hawaiian language and these students are working while working on their MA. <ul style="list-style-type: none"> ○ The program was only able to get funds through student services at UH Manoa. ○ In 1997, a budget was approved however the monies were never received. ○ There is no money to hire more faculty, there is currently no MA faculty member. • All extensions require communication with programs and there needs to be documentation. Currently the Ph.D program is on hold. • The MA cohorts are trying to be staggered. <ul style="list-style-type: none"> ▪ The most recent cohort has 14 students that are finishing coursework. 	<p>*Discussion to continue at next meeting.* Program to prepare each students real progress, whether or not they have had an extension already, and who is responsible for them needing the extension.</p> <ul style="list-style-type: none"> - Only one student on first extension.

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<p>MA Student Extension (cont.)</p>	<ul style="list-style-type: none"> • Currently the ideal students are expected to complete their masters within 3 years of finishing their coursework. • The distinction between the MA & Ph.D, the MA was close to the Ph.D. When the PhD was added the MA program started to go down. • Students with extensions must include completion agreements. <ul style="list-style-type: none"> ○ Students must have first registered and got their approval and have started by 2006 (all started by 2006). ○ The program could dismiss them or have them reapply with a completion agreement. • All students have different situations. <ul style="list-style-type: none"> ○ One student is asking for extension to possibly after summer. ○ Another student has submitted a few chapters of their thesis. • After these students are looked at for extensions from here on out students will need to reapply instead of asking for an extension <ul style="list-style-type: none"> ○ However, directors can make exceptions. ○ Due to limited resources we can't afford to keep giving extensions. ○ It is understood that sometimes there are field differences and research may take longer however, students must get preapproval. • Currently the chancellor and the president are big on the graduation initiative. • Policy will not get done in time for these students but must be done for future purposes. • Students who are granted an extension will possibly have an individualized education plan. • Suggested that 2nd extension should it be granted to any student not be any longer than one year. 	<p>There needs to be a policy put in place which clearly defines and categorizes.</p> <ul style="list-style-type: none"> - Completion agreement - Consequences for the program? - Consequences for the student? - Faculty agreement