Graduate Council Minutes
March 15, 2016
2:30-4:00 pm

Quorum: 11 (Current membership = 21)

Graduate Council Members Present:
Gurdal Arslan, Sandra Chang (for Bruce Shiramizu), Eric Guentner, Ruben Juarez, Merle Kataoka-Yahiro, Mee-Jeong Park, David Sanders, Christine Sorensen-Irvine, Jarren Miki (for Julie Maeda)

Excused: Mary Babcock, Glenn Man, Julie Maeda, Mark McNally, Kavita Rao, David Rockwood, Bruce Shiramizu, Brent Sipes, Andrew Wertheimer, Laiana Wong

I. Approval of February Minutes
   A. Corrections: None

II. Announcements
   A. Update on Awards committees
      1. Foundation scholarship meeting is scheduled
   B. What is the criteria for these scholarships
      1. Spending money as appropriate
      2. Committee chooses the awardee

III. Annual Doctoral Student Review – Due May 16
   A. 2015-2016 reports are due into the Deans office
   B. Report on who is making satisfactory academic progress. If they are not, draft a summary on how the student plans on finishing in a timely manner
   C. Not all graduate chairs are aware of this requirement (suggestion: to send out an email broadcast)
   D. Build a check on STAR to monitor if a grad student is making satisfactory progress (suggestion: talk to Gary about this possibility)

IV. 3MT competition 4/16/16
   A. Over 50 applicants (across many disciplines)
   B. Need to secure 35-40 faculty judges (currently have 24 secured) (judges are from the State Legislature, EM’s, Community professionals and Faculty)
   C. Need additional judges for about 1½ hours – 1:30-3:00p

V. Graduate Assembly 4/26/16

VI. Leadership Matters 3/31/16 – Bill Chismar on Budget Matters
A. Discussing current budget model
B. Ideas on how to make money for your unit
C. May have a session with Michael Bruno in April
D. Suggestions for future Leadership Matters:
   1. Online presentation
   2. Electronic format
   3. Blackboard
   4. Google hangouts
   5. Change time to lunch
   6. Shorter sessions
   7. Some were under the impression that it was only for new Grad Chairs and that one cannot repeat attendance in subsequent years (this is not the case)

VII. Asian Studies Certificate
A. The Draft of the resolution for the Certificate in Asian Studies was passed out
B. Double check to make sure the final edits were made on the draft that was presented to faculty Senate
C. Dean Aune will make sure the final edits were made & send drafts to John.
D. Suggestions:
   1. Discussions on how to do the edits in a timely manner to meet faculty senate timeline
E. Draft was approved

VIII. Feedback on Graduate Forms
A. Create a FORM IIA- Pre-approval committee
B. Add graduate chair signature to FORM IV
C. Add graduate chair signature to Remote participation form
D. Suggestions:
   1. Add electronic signature
      a. Only possible when FORMS become electronic

Meeting Adjourned: 4:00 p.m.