

1. Pumpkin contest winner: Michelle Brown! Congratulations and Happy Halloween!
2. 5-year review update: Submitted and reviewed by the dean's office.

TO DO: In the coming weeks, Noe will share a rubric folks can feel free to use for grading student writing. It will be used for program-level assessment of student work.

3. James D. White award

Decision: Unanimous vote in favor of establishing the award.

TO DO:

- Grants & Awards to decide on wording for the award. For the committee's consideration: Carolyn suggested "global politics and/or alternative futures." Jairus suggests that the Graduate Best Paper award should be for all students not just students in the two fields mentioned. Committee will provide a recommendation to department for final vote.
- In the meantime, donations can be sent to UH Foundation, noting that they are designated for the James D. White award, or in memory of James D. White.

4. Dissertation Proposal Repository

Decision: Unanimous vote in favor of beginning to establish a repository of successful dissertation proposals as a resource for our graduate students. Soft copies will be stored on the B-drive for grad students to print in office, and a binder with hard copies will be made available in the library.

TO DO: Noe to email faculty and ask for 2-3 exemplars. Then we will get permission from those students/alums. Will store in hard copy in the library and in digital copy on the B drive.

5. Proposed policy on whether comps, dissertation or proposal defenses can take place during summer.

- Graduate Chair Krishna issue raised question about defense of dissertation and comprehensive exams during the summer, given issues of student and faculty availability. Physical presence requirement being

considered by the Graduate School to be dropped, given availability to Skype or use of other media. Noelani shared Hoku's example of American Studies Dept., which selected four times a year to take comps: return in August, Winter break, etc. Set schedule created informal cohorts where students studied together and really fun parties at the end of the periods.

- Carolyn raised the point that faculty should not be obliged to work by department policy that formally authorizes students to schedule comps. or dissertation defenses during off-duty times.
- Krishna noted that he does not want faculty reputations to be derogated by not complying with students' needs to finish, e.g., due to a visa problem or a job requirement.
- Consensus: A statement might be written in the Student Handbook noting that faculty are not expected to work with students during off-duty periods, but that exceptions may be made, at the discretion of the faculty members on the student's committee and on a case-by-case basis.

TO DO: Krishna to draft wording for the graduate student guide.

#### 6. Announcements:

- Resource Librarian is giving us an opportunity to recommend books to purchase. Journals are a different budget item and will be discussed later. Please submit requests to Noelani by email before November 6.
- .Manfred Steger exploring the possibility of transferring from Political Science to Sociology. Dick raised questions as to position and budget implications.
- Graduate Chair encouraged faculty and students to attend colloquia.
- GSO reps announcements related to RTRF funds and travel applications.