Graduate School Orientation at the John A. Burns School of Medicine

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Schedule for Today’s Orientation

I. Introduction and Welcome:
Drs. Mariana Gerschenson, Lee Buenconsejo Lum, Julie Maeda, Krystyna Aune

II. UH Cancer Center Opportunities: Dr. John Shepherd

III. Parking and IDs: Elwyn Watkins

IV. Environmental Health and Safety: Lisa Johns

V. Graduate Student Bingo: Dr. Michelle Tallquist

VI. Lunch
The University of Hawai‘i Mānoa John A. Burns School of Medicine (JABSOM) is led by Dean Jerris R. Hedges, MD, MS, MMM. He is also the Barry & Virginia Weiman – Endowed Chair. The Office of the Dean directs activities, personnel, and curricula in the School of Medicine and affiliated community hospitals and health centers. It is responsible for the direct liaison with other Schools of the College of Health Sciences and Social Welfare, the Graduate Division, community colleges and community agencies for collaborative instruction, research and community service. It establishes policies. Barry & Virginia Weiman – Endowed Chair with the Schools’ Executive Committee to develop and implement the academic programs and coordinate continuing medical education, conducts accredited graduate medical education programs in community hospitals, and is responsible for general program development in accord with Legislative mandate and University of Hawai‘i policies.

Reach Dean Hedges’ assistants April McConnell at (808) 692-0881 and Nuela Mead at (808) 692-0889.

**Executive Team**

- **Jerris Hedges, MD, MS, MMM**
  Professor and Dean

- **Lee Buenconsejo-Lum, MD**
  Professor, Associate Dean for Academic Affairs
  Designated Institutional Officer (DIO) and Director of Graduate Medical Education

- **Nancy Foster, MA, CPA**, CGMA
  Executive Director of Administration, Finance & Operations, and Chief Financial Officer

- **Marlana Gerschenson, PhD**
  Professor, Associate Dean for Research
Graduate Dean

Graduate Dean, Krystyna Aune, is in charge of the overall management of the Graduate Division. She oversees the proposal and implementation of improvements in graduate education, including the development and supervision of graduate programs and courses, the appointment and evaluation of graduate chairs and faculty, as well as the appointment of graduate assistants and the monitoring of graduate fellowships. Dean Aune chairs the Graduate Council and advises the officers of the Graduate Student Organization.

Associate Graduate Dean

Associate Graduate Dean, Julienne Maeda, reviews all proposals for new or revised graduate programs, courses and curricula and consults, advises and assists departments in preparing proposals for programs. She organizes and/or facilitates annual reviews of graduate faculty and reviews of all graduate programs on cycle. She advises the officers of the Graduate Student Organization, providing leadership in the area of student support and faculty support as it relates to the effective operations of the Graduate Division in the administration of graduate educational programs. Associate Graduate Dean serves as Vice Chair of the Graduate Council.

https://manoa.hawaii.edu/graduate/graduate-division/
Congratulations on your acceptance to the University of Hawai‘i at Mānoa (UH Mānoa)! Your journey to an advanced degree begins now! Graduate Division is excited to welcome you and invites you to attend our New Graduate Student Orientation (NGSO). Attending NGSO is a great opportunity to gain an understanding of our expectations of graduate students and learn ways to prepare for a successful graduate student experience. Session topics include learning about graduate-level writing, developing good relationships with faculty mentors, finding funding opportunities, and much more.

Please continue to check our NGSO webpage for updates throughout the summer. Registration information will be posted as soon as it is available. For any updates or questions, please email us at gdevents@hawaii.edu.
What does the JABSOM Associate Dean for Research Dean do for Graduate Students?

• Responsible for graduate student enrollment and academic goals

• Problem Solving:
  • Academic
  • Financial
  • Human Resources: Title IX, Hostile Work Environment, Microaggression, Implicit Bias
JABSOM Students and Faculty

**Students (AY 2020-21)**

**Medical Students**
- MD Students Total Enrolled: 305
- Approximate Annual MD applicants: 2,176
- MD New Entrants First-Year Class: 78
- Medical school alumni (MD and Resident): > 4000
- 'Imi Ho'ōla Post-Baccalaureate Program: 12

**Master of Science (MS) or Doctor of Philosophy (PhD)**
- Biomedical Sciences (Tropical Medicine) (MS, PhD): 15, 9
- Cell & Molecular Biology (MS, PhD): 10, 14
- Clinical & Translational Research (MS, PhD): 8, 2
- Developmental & Reproductive Biology (MS) (PhD): 5, 10
- Master's Degree (MS) in Communication Sciences Disorders:

**Bachelor of Science (BS) or other programs and certificates**
- Bachelor of Science (BS) degree in Medical Technology: 26
- Medical Technology Post-Baccalaureate Program: 24
- Certificate in Tropical Medicine Program (GCERT): 9
- Certificate in Clinical Research (GCERT): 2

**Graduate Medical Education Residents and fellows**: 228

**Faculty (AY 2020-2021)**

- Full-time faculty: 131
- Part-time faculty: 225
- Full-time faculty in basic sciences: 43
- Full-time faculty in clinical program: 247
- Part-time faculty in basic sciences: 4
- Part-time faculty in clinical program: 75
- Volunteer basic sciences faculty: 13
- Volunteer clinical faculty: 917
April 7 & 8, 2022

Abstract submission deadline extended to March 1, 2022

The Annual Biomedical Sciences & Health Disparities Symposium attracts some of the top health science research and ideas from throughout academia in Hawaii.
Types of Support and Pay

• **Graduate Research Assistant:** You are doing research on a research grant/contract. You get a tuition waiver.
  - [https://manoa.hawaii.edu/graduate/graduate-assistants/](https://manoa.hawaii.edu/graduate/graduate-assistants/)

• **Graduate Teaching Assistant:** You are either teaching a course or assist in teaching a course. You get a tuition waiver. You can get summer overload.

• **Research Assistant:** You are a technician on a research grant/contract employed by RCUH. RCUH may reimburse you for your classes.([https://www.rcuh.com](https://www.rcuh.com))


[https://sece.its.hawaii.edu/sece/login;jsessionid=CDE54CF978D2B60777B67AA31E93](https://sece.its.hawaii.edu/sece/login;jsessionid=CDE54CF978D2B60777B67AA31E93)
Resources Serving Kaka’ako

- Library and online resources
- Laboratory Cores
- UH Office of Research Services
- Environmental Health and Safety Office (Manoa is separate)
- Cafeteria
- Human Resources and Fiscal
- Parking and IDs (Manoa and BSB/MEB is separate)
- Student Lounge in MEB 313C
JABSOM Student Lounge
(MEB 313C)
Student Publication Fund

Student Publications Fund Created
For many of our student researchers, publishing fees for peer-reviewed publications can be very expensive. Thanks to generous donations, we created the JABSOM Student Publications Fund to assist our medical and graduate students in showing off the incredible research they are doing here at JABSOM.

- Peer-reviewed publication
- First or Second author or corresponding author
- $500.00 available/paper after the journal is paid.
- Excludes papers that were paid using grants or contracts or departmental funds
- Application required
- Payment is based on funding availability
Where do you find out about Laboratory Cores?

https://jabsom.hawaii.edu/cores-infrastructure-grants/
Access, Security, Fire Safety, Parking

Environmental Health and Safety

Health Sciences Library
GRADUATE STUDENT SERVICES

Graduate Assistantships
A graduate assistantship is a nonrenewable, part-time academic appointment. In addition to carrying out their assignments in their unit of hire, graduate assistants (GAs) also have roles as professionals, albeit of an apprentice nature, in the university community. Click HERE for more information on graduate assistantships.

Website: http://manoa.hawaii.edu/graduate/content/graduate-assistants

The Office of Graduate Education
The Office of Graduate Education (previously, Graduate Division) provides opportunities for further study, research and professional training to students who have earned a bachelor’s degree from an accredited institution of higher learning. All of the graduate programs at UHM apply rigorous academic standards. Special emphasis is placed on the cultivation of scholarly attitudes and methods of research and creative activity. Click HERE for more information.

Website: http://manoa.hawaii.edu/graduate/

Graduate Student Enrollment Policies
Once admitted to UHM, all graduate students need to be enrolled continuously (excluding summer session) until they graduate. Domestic students need to enroll in at least one credit each semester. The one credit may be for course work, thesis, dissertation or research. International students need to enroll full-time each semester, in order to maintain their visa status. Click HERE for more information about enrollment policies.

Website: http://manoa.hawaii.edu/graduate/content/enrollment-policies

Health Services
The University Health Services Mānoa (UHSM) is staffed by physicians, nurse clinicians, nurses, and other support staff. A wide range of medical services and programs are offered. Click HERE for more information about UHSM.

Clinic Hours of Operation: Monday-Friday 8am-4pm
Orientation Web Sites

• https://manoa.hawaii.edu/graduate/new-graduate-student-orientation-2022/
• https://jabsom.hawaii.edu/trainees-in-research/masters-phds-trainees/
• https://jabsom.hawaii.edu/ed-programs/masters-phd/campus-info-resources/
• https://hslib.jabsom.hawaii.edu/grad_resources
• https://jabsom.hawaii.edu/jabsomresources-coronavirus/
The purpose of the Graduate Student Organization (GSO) is “to provide classified graduate students, through the graduate programs, with official representation at the University of Hawai‘i at Mānoa” (Constitution of the GSO). Its primary functions are:

- To provide input on policies affecting graduate students,

- To act as an advisory body to the Graduate Dean,

- To recommend graduate student representatives for service on campus-wide committees, and

https://manoa.hawaii.edu/graduate/graduate-student-organization/
Fall 2022 (Updated 8.16.2022)

The CSDC offers support to UH Mānoa students to assist with mental health, personal, or academic concerns. Our approach is encouraging, collaborative, goal focused and culturally sensitive. We provide support to develop more personal awareness and skills to cope with challenges and achieve personal and academic goals.

We offer a variety of services to students, including short term personal counseling, couples and career counseling, workshops, support groups, and peer fellow services. During the Fall 2022 semester, our office will continue to deliver primarily remote services, using video and/or phone. While this changes the way many of our services look, we remain committed to supporting and helping students address their mental health and well-being.

In most cases, services at the CSDC begin with a phone screen. This is a brief call with one of our mental health counselors to assess and recommend next steps to support students with mental health and well-being concerns.

CSDC Hours and Availability

The CSDC is currently open during normal business hours (Monday-Friday, 8:30 a.m. - 4:30 p.m.). In order to prevent the spread of infection, the CSDC also encourages students who are sick or not feeling well to avoid coming into the CSDC for services. Rather, students are encouraged to contact the CSDC by phone and our staff will help them arrange for appropriate services if they are unable to come in. Students who need to come in person to the CSDC office will be asked to comply with UH regulations regarding on-campus contact. Please see our Guidelines for Visiting CSDC.

http://www/manoa.hawaii.edu/counseling/
Thank you! Questions?