Special Remote Participation Instructions for CE Graduates in Spring & Summer 2020

Per guidance from the UHM Graduate Division and College of Engineering, all MS (plan A + Plan B) and PhD defenses and presentations are required to be conducted remotely for CE graduates in Spring & Summer 2020 due to Coronavirus -19.

- All defenses need to be fully remote.
- All participants must be remote. No one should be gathered in a room on campus or anywhere else, no matter the number of people.
- No one (faculty or students) can be required to come to campus for any reason.
- The size of the group does not matter.
- No room should be reserved in Holmes Hall or elsewhere for the defense.
- Students should conduct the presentation from his/her home (or wherever at the student’s own reference) on Zoom (or some other software).
- All committee members should be on Zoom or other software.
- Be sure to require a password to enter the meeting and uncheck the ability of invitees to invite others (to avoid some widely reported nasty/ugly security breach issues).
- Set it up to admit all the attendees and do not let others share their screen, only the presenter.
- The defense/presentation can invite the whole department and anyone else that he/she wants, but don't send out the password to everyone, make them request first.
- Please contact CEE Grad Chair Dr. Roger Babcock at rbabcock@hawaii.edu for questions.