

COMMITTEE ON PROFESSIONAL MATTERS
Minutes

MEETING DATE November 16, 2020
MEETING TIME 3:00 PM - 4:30 PM
LOCATION Zoom

Attendance

Members

Name	Role	Attendance
Jinan Banna	Member	Present
Gerald Busch	Vice Chair	Present
Kathryn Hoffmann	Member	Present
Vanessa Irvin	Member	Present
Morgen Johansen	Secretary	Present
Camaron Miyamoto	Chair	Present
Shannon Sand	Member	Present
Manumaua Simanu-Klutz	Member	Present
Gwen Sinclair	Member	Present
Stephen Vargo	Member	Excused
George Wang	Member	Present
Tom Conway	SEC liaison	not present

Guests

Name	Role	Time
None		

MĀNOA FACULTY SENATE

Subject	Discussion/Information	Action / Strategy / Responsible Person
Call to Order		The meeting was called to order by Chair Miyamoto at 3:04 p.m.
Review of Minutes	<ol style="list-style-type: none"> Review of minutes. Selection of minutes taker 	<ol style="list-style-type: none"> M. Johansen moved to approve, G Busch seconded. Approved (9 aye, 0 nay, 0 abstentions) G. Wang volunteered to serve as minutes taker.
Chair's Report	<ol style="list-style-type: none"> Mahalo for contributions to MFS Faculty Survey on Input Mahalo for ongoing contributions to the CPM Work Group on Planning for a Post-Pandemic Mānoa No forwarded action items from SEC Request input from CPM members for future agenda items or guest presenters for upcoming meeting 	<ol style="list-style-type: none"> Chair Miyamoto expressed gratitude for committee members who contributed to the MFS survey. Chair Miyamoto thanked/acknowledged committee members' ongoing contributions to the CPM Work Group on Planning for a Post-Pandemic Manoa. There's no forwarded action items from the Senate Executive Committee. For future business meetings, Chair Miyamoto requests for agenda items be submitted one week before meeting, in order to be included on the agenda. Chair Miyamoto also encourages requests/suggestions for guests/presenters to attend our meetings.
Guest(s)	<ol style="list-style-type: none"> None 	<ol style="list-style-type: none"> No action.
Unfinished Business	<ol style="list-style-type: none"> None 	<ol style="list-style-type: none"> No action.
Business	<ol style="list-style-type: none"> Report from the Planning for a Post-Pandemic Hawai'i Working Group <ol style="list-style-type: none"> Statement on the reorganization Support Senators to connect with their units 	<ol style="list-style-type: none"> Members reviewed and discussed the current draft of the CPM Work Group Statement. Suggestion was made to change some wordings (such as "decision," "feel") and subsequent edits were made collectively on the

	<ol style="list-style-type: none"> 2. Discussion of “Planning for a Post-Pandemic” future <ol style="list-style-type: none"> 1. Setting up mechanism to assist faculty facing restructuring of their programs and ability to impart knowledge 2. Assist faculty with having their locus of tenure changed to another department and/or College 3. Assist faculty who do not feel represented by their chairs, deans or directors 3. Discussion of MFS Survey of Faculty Input 	<p>draft statement during the Zoom meeting.</p> <p>K. Hoffmann reported that Manoa Faculty Senators from CALL had a Zoom meeting (Nov. 4) but not all were able to attend. At the meeting some CALL senators expressed having reservations to speak out frankly to supervisors/admin due to tenure-track status.</p> <ol style="list-style-type: none"> 2. In addressing how to assist faculty facing issues such as program restructuring, change of locus of tenure, and feeling mistreated/not represented, the committee discussed what grievance/complaint procedures (through UH and UHPA) are currently available to faculty. Three main questions were formed: <ul style="list-style-type: none"> • What are our rights and responsibilities as faculty in relation to harassment, bullying, intimidation and respectful workplaces? • What is the complaint procedure if my academic freedom as faculty is violated? • Is there a need for an ombudsman office? 3. Action: G. Bush moved to conduct research on the above three questions so the committee may evaluate its role as an impartial evaluator of faculty grievances. F. Simanu-Klutzn seconded. The motion was approved (9 aye, 0 nay, 0 abstentions). M. Johansen will compile additional information by Monday 11/23/2020, and Chair Miyamoto will reach out to UHPA and the Campus Climate Committee and follow up.
New Business	<ol style="list-style-type: none"> 1. Additional meetings without the SEC present? 	<ol style="list-style-type: none"> 1. Members expressed concerns for having a SEC liaison attending committee meetings, and discussed how the presence of an SEC liaison could impact the committee meeting and discussions positively or negatively.

		<p>K. Hoffmann provided the current bylaw languages: <i>(10) Appoint a Senate Executive Committee member to act as a non-voting liaison to each Committee. The liaison will convene the first meeting of each Standing Committee until the officers of the Standing Committee are elected.</i></p> <p>Action: Chair Miyamoto will follow up on this matter with the SEC.</p>
Adjournment		<p>G. Busch moved to adjourn, seconded by K. Hoffmann. Meeting was adjourned at 4:31 p.m.</p>

Respectfully submitted by George Wang

Approved unanimously on December 9, 2020.