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COMMITTEE ON PROFESSIONAL MATTERS (CPM)

MEETING MINUTES

MEETING DATE: March 24, 2017
LOCATION: Hawaii Hall 208
ATTENDANCE: [P = Present; A = Absent; E = Excused]

MEMBERS		MEMBERS		GUESTS	
Scott Robertson, Chair	P	Camaron Miyamoto	P	John Casken (Liaison)	P
Hector Valenzuela	P	Reni Soon	E		
Ming-Bao Yue	P	Patricia Masters	E		
Unhee Lim	P				

SUBJECT	DISCUSSION / INFORMATION	ACTION / STRATEGY / RESPONSIBLE PERSON
Call to Order	Meeting was called to order at 1:04pm	
Approval of the Minutes and Current Membership	The draft minutes from March 3 rd were approved. From the Doodle, it appears that most members are available on Friday 1-2pm (or 1-3pm): unfortunately, Dr. Hereniko has a class at the time and cannot make future CPM meetings.	
Follow-up on Post-Tenure Faculty Five Year Review	CPM continued the discussion regarding Periodic Review (aka Five Year Review) process, which is governed by UHPA contract language and considered to be a “collegial” process. Based on further information collected and discussed, it appears that: (1) some Departments do not have faculty-approved guidelines for the review criteria, (2) in some cases, the faculty’s CV and academic profile were not transmitted to Deans, only the DC’s report was submitted, and (3) the faculty was not always informed that administration now wants the “Periodic Review” to be linked to workload survey results and criteria for graduate faculty status (new standards were added to OGE website in 2015). Based on the concerns raised by faculty in some Departments, it seems appropriate to call for awareness that some in the administration attempt to gain control over the process and to encourage the faculty to work on a set of review guidelines that are agreed upon as standard-of-good-practice criteria in each field if such does not yet exist.	Committee will discuss a draft resolution over emails before the next Senate meeting.
Follow-up on Conflict of Interest Matters and	Chair updated that he asked VPRI Symros for an extension of the deadline for CPM and MFS to review the revised procedure (since	Committee will discuss a draft



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a Revised Administrative Procedure (AP12.304)	<p>MFS Committees did not receive the revision until mid-February) and for a meeting to discuss the specifics but has not heard back yet.</p> <p>The Committee reviewed the revisions, comparing the current (A8.956 and A5.504) and revised (AP12.304) F/COI procedures, as well as the “Summary of the Changes” provided by OVPRI.</p> <p>Discussion items were in the following categories:</p> <ol style="list-style-type: none"> (1) Specific changes that the Committee is concerned about (2) Important aspects of F/COI that are not covered in the revised procedure (3) Changes or omissions that are not noted in the Summary (4) Changes (noted in the Summary) that are not specified or inconsistent in the revised procedure <p>Considering the importance of the growing FCOI concerns in general and the dissatisfaction with the recent handling of an FCOI case by OVPRI/ORS, the Committee decided to work on specific recommendations for the revision.</p>	resolution over emails before the next Senate meeting.
Follow-up – A New Administrative Procedure Regarding Compliance with Public Access Requirements (AP12.310)	The Committee has not heard from COR of their review of the new procedure. Upon receiving COR’s recommendation, CPM will provide a second opinion.	CPM will wait for COR reviews before providing additional input.
Discussion about Motion of No Confidence at the March 15 MFS Meeting	The Committee in general expressed concerns about how the Motion of No Confidence was handled at the MFS meeting on March 15. The Committee agreed that we would like to encourage a more collegial and orderly process in the Senate and that we will discuss this matter further after collecting some facts around the Motion. Senator Hector Valenzuela agreed to do the fact finding on a list of Qs that the Committee has.	Committee will follow up.
Adjournment	Meeting was adjourned at 2:25pm. The Committee will discuss the draft resolutions over emails and submit the final versions to SEC by April 10.	

Respectfully submitted by Unhee Lim.

Approved on May 23, with 4 votes in favor of approval, 0 vote against, and 1 abstention.