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**COMMITTEE ON PROFESSIONAL MATTERS**  
**MEETING MINUTES**

**MEETING DATE:** October 6, 2017      **3:00 PM - 4:00 PM**  
**LOCATION:** Hawaii Hall 208  
**ATTENDANCE:** [P = Present; A = Absent; E = Excused]

MEMBERS		MEMBERS		MEMBERS		GUESTS	TIME
Ming-Bao Yue	P	Unhee Lim, Vice Chair	P			None	
Hyoung-June Park	P	Jeff Goodwin	P				
Amelia Jenkins	E						
Jason Higa, Secretary	P						
Scott Robertson, Chair	P	John Casken, liaison	P	John Kinder, Staff	P		

SUBJECT	DISCUSSION / INFORMATION	ACTION / STRATEGY / RESPONSIBLE PERSON
<b>CALL TO ORDER</b>		Meeting was called to order by Chair Robertson at 3:02 PM.
<b>REVIEW OF MINUTES</b>	1. The minutes of the September 1, 2017 Committee on Professional Matters (CPM) had been circulated electronically.	1. Motion by U. Lim to approve the September 1, 2017 minutes; seconded by M. Yue. Approved with 5 votes in favor and 1 abstention.
<b>CHAIRS REPORT</b>	1. None	
<b>UNFINISHED BUSINESS</b>	1. None	
<b>BUSINESS</b>	1. Request from Senator R. Paull regarding a report from H. Valenzuela's meeting with CAB last year	1. Chair Robertson to send R. Paull a formal answer regarding his request



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	<p>2. SEC referral <i>Executive Policies 12.501 and 12.205 proposed policy documents on Patents and Copyright policy and procedure</i></p> <p>3. OVPRI's Response Memo to MFS Resolution on COI.</p>	<p>2. Motion by U. Lim recommending that COR review the overall language of the patent policy to indicate consistency with the COI policy and procedures; seconded by M. Yue. Approved unanimously. Chair Robertson will forward CPM's recommendation to COR.</p> <p>3. Discussion to be continued at the next meeting.</p>
ADJOURNMENT	The next meeting of the Committee on Professional Matters will be on November 3, 2017 in Hawaii Hall 208 from 3:00 pm - 4:00 pm.	Motion to adjourn by M. Yue; seconded by H. Park. Passed unanimously. Meeting adjourned at 4:14 PM.

Respectfully submitted by Jason Higa, Secretary.

Approved on November 17, 2017 with 5 votes in favor of approval and 0 against.