

COMMITTEE ON PROFESSIONAL MATTERS

Meeting Minutes

MEETING DATE October 18, 2019
MEETING TIME 1:00 PM - 2:30 PM
LOCATION Hawaii Hall 209

Attendance

Members

Name	Role	Attendance
Jinan Banna	Member	Present
Katherine Davis	Member	Present
Derrick Higginbotham	Chair	Present
Kathryn Hoffmann	Secretary	Present
Vanessa Irvin	Member	Present
Camaron Miyamoto	Vice Chair	Present
Truc Nguyen	SEC liaison	Present

Guests

Name	Role	Time
Amy Brown	Invited	

MĀNOA FACULTY SENATE

Subject	Discussion/Information	Action / Strategy / Responsible Person
Call to Order		The meeting was called to order by D. Higginbotham at 1:00 PM.
Review of Minutes	1. Review Sept. 20, 2019 minutes for approval	1. V. Irvin made a motion to approve the 9/20/19 meeting minutes; K. Davis seconded. The minutes were approved 5 in favor, 0 abstention
Chair's Report	1. Welcome 2. Define Chair's role, including voting status 3. Establish secretary for Nov. 15. 4. Agenda and announcements. D. Higginbotham announced he will be absent for the Nov. 15 meeting.	1. D. Higginbotham welcomed 2. K. Hoffmann made a motion that the Chair should be able to vote. C. Miyamoto seconded. K. Davis called the question, C. Miyamoto seconded. The motion that the Chair should be able to vote was approved 5 in favor, 0 abstention 3. J. Banna will be the secretary for the Nov. 15 meeting. 4. C. Miyamoto will chair the Nov. 15 meeting
Guest(s)	1. Guest Amy Brown, 2018-2019 CPM Chair to report on business from last year.	1. A. Brown distributed two documents: "PI Changes Requests to Sponsor Agencies" and "Draft UHM Dean Survey on Employee Misconduct (or Bad Faith Charges)."
Unfinished Business	1.	

New Business	<ol style="list-style-type: none"> 1. Employee Misconduct (PI Charges), report by A. Brown 2. Discussion Dossiers and T/P Process 3. MFA's and Graduation Ceremonies: MFA's and PhD Waivers 4. New Faculty Orientation issue 5. UH Policy on Minors 6. Conflict of Interest (COI) <i>Resolution to Make Recommendations for the Revised UH Procedures for Disclosing and Addressing Conflicts of Interest (AP12.304)</i> 	<ol style="list-style-type: none"> 1. C. Miyamoto will gather information and report. 2. J. Banna will invite Kathleen Kane Director of OFDAS to a future meeting. 3. It was decided that neither issue involves academic freedom. 4. J. Banna will include invitation to Kathleen Kane, Director of OFDAS, in her email. 5. T. Nguyen will synthesize notes 6. Put off until Nov. 15 meeting
Adjournment	The next meeting of the Committee on Professional Matters will be on November 15, 2019.	<ol style="list-style-type: none"> 1. K. Davis made a motion to adjourn; C. Miyamoto seconded the motion. Meeting adjourned at 2:30 PM.

Respectfully submitted by Kathryn Hoffmann Secretary

Approved ____ on November 15, 2019.