

COMMITTEE ON PROFESSIONAL MATTERS
Meeting Minutes

MEETING DATE January 25, 2022
MEETING TIME 3:00 - 4:00 PM
LOCATION Zoom

Attendance**Members**

Name	Role	Attendance
Gerald Busch	Member	Present
Amy Hubbard	Member	Present
Kristiana Kahakauwila	Member	Present
Peter Leong	Member	Present
Shannon Sand	Member	Present
Shiv Sharma	Member	Present
Gwen Sinclair	Member	Sabbatical
Morgen Johansen	Member	Present
Kevin Nute	Member	Present
Michelle Tallquist	SEC liaison	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 CPM chair G. Busch at 3:02 PM.
Review of Minutes	1. Minutes of 11/23/21 meeting approved. Motion to approve made by S. Sand.	1. Today's minutes taken by S. Sand
SEC Report	1. New tenure and promotion process. There have been complaints about the online process. <ul style="list-style-type: none"> a. Some made comments that it was difficult b. Morgen made a comment that it was difficult to get the information until the day the report is due c. The system didn't take into account the way that people work and you couldn't look at anything until all of the other steps were done, and could have been prevented by allowing department chairs earlier access d. How are corrections made to it e. Kevin reiterated that asking for feedback would have helped with this f. Perhaps inviting someone from academic affairs who does tenure and promotion might be helpful 2. We've changed our vice provost for academic research and now we have a temporary interim and starting February there will be a new interim (Chris Sabim SOEST).	1. No action 2. G. Busch will confirm and follow-up.. 3. TBD as agenda item (look at CPM Issues 2021, consultation memo dated August 24, 2021. M. Tallquist will check if this is the document being discussed.
Chair Report	1. Nothing to report	1. No action.

<p>Business</p>	<ol style="list-style-type: none"> 1. Subcommittee exploring the expectations of Emeritus/Emerita faculty members. <p>Report from Emeritus sub committee:</p> <ol style="list-style-type: none"> 1. Emeritus policy has been changed 3 (2013) times and it has most recently been altered so that people can apply/ be nominated for emeritus prior to retirement so they don't have to wait. 2. It was always emphasized that it is an honor and they don't have to do any work to receive it. 3. Where does your service to the University come from? <ol style="list-style-type: none"> a. it appears that the wording changed in 2021 and the interpretation also changed. b. In 2020 there was additional emphasis on service opportunities and how it was interpreted/implemented is where the issue comes from. c. It depends on how you interpret service opportunities. 4. There appears to be mixed signals with regard to implementation of the emeritus status and the interpretation of the wording. 5. Michelle T. was asked where might the justification of emeritus status with relation to some sort of University service 6. Michelle T. will check with John Kinder and she doesn't know why it's in CPM as an ongoing issue. 7. Gerald suggested that since there needs to be some sort of uniformity within the issue to ask Michelle what the next step would be and he will contact Cameron to find out what has been done. 8. Peter mentioned we needed some clarification so that it was easier for people to nominate 9. Michelle will check with John and Gerald will contact Cameron 	<p>Gerald will contact Cameron to see what has been done</p> <p>Michelle T. will contact John to see what has been done</p>
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New Business	<ol style="list-style-type: none"> 1. Elected new Vice Chair for CPM 2. Future Spring 2022 meetings for CPM TBD 3. What is CPM discussion <ol style="list-style-type: none"> a. Discussed the purview of the committee and if it needs to be from SEC or if we could look at alternative options. b. Do we get approached by individuals or does it go through UHPA? c. Michelle said we could look over the issued and decide if we would like to take on an issue d. Individual cases may not be as strong. Often more general issues because we make resolutions. e. Should we remind the faculty that CPM exists and its ability to look at different cases f. Peter suggested we educate our respective colleges, but Gerald wonders how we will educate those outside of our colleges g. Could reach out and invite guests 4. Questions about the telework policy <ol style="list-style-type: none"> a. Have we had feedback b. Topic actively on SEC's mind c. Two policies Covid telework policy and UH telework policy d. Said it shouldn't affect most faculty 5. 	Shannon Sand elected
	Michelle made the comment that she had asked about the ombuds, but hasn't heard anything about it.	
Adjournment	The next meeting of the Committee on Professional Matters will be TBD.	1. Meeting adjourned at 4:07 PM.

Respectfully submitted by Shannon Sand

Approved unanimously on February 2, 2022.