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## COMMITTEE ON PROFESSIONAL MATTERS Meeting Minutes

**MEETING DATE** January 21, 2020  
**MEETING TIME** 1:30 PM - 3:00 PM  
**LOCATION** Hawaii Hall 208

### Attendance

#### Members

	Role	Attendance
Vanessa Irvin	Secretary	x
Katherine Davis	Member	x
Derrick Higginbotham	Chair	x
Kathryn Hoffman	Member	x
Jinan Banan	Member	x
Camaron Miyamoto	Vice Chair	x
Truc Nguyen	SEC liaison	x

#### Guests

Name	Role	Time
Mary Jo Noonan, College of Education	Co-developer of the faculty mentoring program for College of Education	1:30



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SUBJECT	DISCUSSION / INFORMATION	ACTION / STRATEGY / RESPONSIBLE PERSON
CALL TO ORDER		The meeting was called to order by Chair at 1:32 PM.
REVIEW OF MINUTES	1. Review December 20 <sup>th</sup> , 2019 minutes for approval	1. Cameron moved to approve; Jinan seconded. All approved.
CHAIR'S REPORT	1. Reminder from SEC that our standing committee quorum is majority.	1. Truc confirmed that via SEC policy, there has to be at least 4 committee members in the room to make quorum.
UNFINISHED BUSINESS	<ol style="list-style-type: none"> <li>Determine the meeting's Secretary</li> <li>Mary Jo Noonan on faculty mentoring program in the College of Education, as per our interest in strengthening faculty mentoring when applying for Tenure and/or Promotion.</li> <li>Decision on Faculty orientation.</li> <li>Draft UHM Dean Survey on Employee Misconduct (or Bad Faith Charges)</li> <li>Language on PhD waivers</li> <li>Conflict of Interest (COI) <ol style="list-style-type: none"> <li><i>Resolution to Make Recommendations for the Revised UH Procedures for Policy Disclosing and Addressing Conflicts of Interest (AP 12.304).</i></li> </ol> </li> <li>Academic Freedom and General Education Designations</li> </ol>	<ol style="list-style-type: none"> <li>Vanessa Irvin.</li> <li>Dr. Noonan shared about processes and setup for how College of Ed runs a mentoring course via Lulima and Weebly. Emphasis on building community – and some cohorts are still working together as writing groups – years after being tenured. Truc shared how this model really helps people in college of ed. As a committee, if we were to draft a resolution for a formal campus-wide such initiative we'd want to put course release as a part of the design of the model. We can think about this in a couple of ways: 1) think about ways in which faculty mentoring happens in other locations on campus, 2) think about whether this is something we feel faculty senate should be pushing for, or is this something to inspire CTE to renovate their design. Table for further discussion or create a step forward to</li> </ol>



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		<p>request collaboration with CTE. UHPA has a faculty-interest matching site for the purpose of building community. :All was reminded that this concern came from the Fall 2019 faculty orientation and issue with a panel discussing local issues where new faculty felt unwelcomed. :For now we are satisfied for seeking more knowledge from CTE – Jinan to follow up. :We should make sure that whatever we want to do as a resolution should be done by next meeting at the latest. :That said, should we do a draft of a resolution now? Cameron will start draft and report back.</p> <p>3. We need to either forward the faculty orientation issue to the SEC or we, as CPM, draft a statement of reply. :The statement would speak towards aspects of academic freedom, but also, the statement to be clear on CPM support of multiple points of view. :All agreed we should take accountability on this issue - Cameron will work up a draft memo. Kathryn is going to write the draft. Truc: anything we draft will go to SEC first, then to the Senate at-large.</p> <p>4. Discussion on how this topic is possibly above beyond our purview as a committee. :All agreed that given all information received, we do not need any more action on this.</p> <p>5. Discussion on language of professorship in classification of UH</p>
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		<p>professors along with examples from other universities; KathyD will bring more information on this topic at next meeting; Derrick will bring benchmark institution def'n's as well.</p> <p>6. Tabled to next meeting?</p> <p>7. Tabled to next meeting?</p>
<b>NEW BUSINESS</b>	<ol style="list-style-type: none"> <li>1. Calendar for Spring semester meetings, third Tuesday, 1:30-3:00pm, Hawaii Hall 208               <ol style="list-style-type: none"> <li>a. Tuesday, Jan 21</li> <li>b. Tuesday, Feb 18</li> <li>c. Tuesday, Mar 17                   <ol style="list-style-type: none"> <li>i. Note that March 17 is spring break. We have 24th held for now, or do we want Mar 10?</li> </ol> </li> <li>d. Tuesday, Apr 21</li> </ol> </li> </ol>	<ol style="list-style-type: none"> <li>1. Calendar               <ol style="list-style-type: none"> <li>a. Today.</li> <li>b. Next meeting February 18, 2020, 1:30 p.m., Hawaii Hall 208 – Vanessa off-island for conference travel but may be able to Zoom or Skype in (tentative).</li> <li>c. Will discuss moving March 17<sup>th</sup> date to another date at February meeting. (Truc may not be able to attend – tentative.)</li> <li>d. Okay.</li> </ol> </li> </ol>
<b>ADJOURNMENT</b>		<p>Cameron moved to adjourn, 2<sup>nd</sup> by Kathryn. Ended at 2:54 p.m., HST.</p>

Respectfully submitted by Vanessa Irvin, Secretary.

Approved on February 18, 2020, with X votes in favor of approval and X against.