

**COMMITTEE ON PROFESSIONAL MATTERS**  
**Meeting Minutes**

**MEETING DATE**      October 26, 2021  
**MEETING TIME**     3:00 - 4:00 PM  
**LOCATION**             Zoom

**Attendance****Members**

<b>Name</b>	<b>Role</b>	<b>Attendance</b>
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	Present
Michelle Tallquist	SEC liaison	Present

**Guests**

<b>Name</b>	<b>Role</b>	<b>Time</b>
None		

# MĀNOA FACULTY SENATE

Subject	Discussion/Information	Action / Strategy / Responsible Person
<b>Call to Order</b>		The meeting was called to order by CPM chair G. Busch at 3:03 PM.
<b>Review of Minutes</b>	<ol style="list-style-type: none"> <li>Minutes of 9/23/21 meeting approved. Motion to approve made by Hubbard and seconded by Kahakauwila.</li> </ol>	<ol style="list-style-type: none"> <li>Today's minutes taken by Gwen Sinclair.</li> </ol>
<b>Chair</b>	<ol style="list-style-type: none"> <li>Welcome and thank you CPM Senators for review of resolutions related to PIG on Tenure.</li> <li>Update on PIG on Tenure.</li> <li>Update on Ombudsman.</li> <li>Executive policies have been renumbered, including the EP on Minors.</li> </ol>	<ol style="list-style-type: none"> <li>No action.</li> <li>Tallquist reported that the SEC will be meeting with the legislatively convened task force on tenure. See <a href="https://www.capitol.hawaii.gov/session2021/bills/SCR201_.htm">https://www.capitol.hawaii.gov/session2021/bills/SCR201_.htm</a>. CPM and other standing committees may be asked to review or provide input or participate in a pre-emptive meeting. The task force is supposed to produce something by the end of the year.</li> <li>Per Tallquist, the University is recruiting.</li> </ol>
<b>Guest(s)</b>	<ol style="list-style-type: none"> <li>None</li> </ol>	<ol style="list-style-type: none"> <li>No action.</li> </ol>
<b>Unfinished Business</b>	<ol style="list-style-type: none"> <li>Follow-up on: Review of "Proposed Revisions to the University of Hawai'i's Executive Policy EP 12.211, Policy for Responding to Allegations of Research and Scholarly Misconduct" See attachment, response of Vassilis Syrmos.</li> </ol>	<ol style="list-style-type: none"> <li>Busch shared that he and Sinclair had submitted questions to Vassilis Syrmos. Syrmos clarified definitions and their sources and explained that the revision was intended to reduce redundancy. Leong moved to approve the revision; Sand seconded. Motion passed. Busch will submit a memo to Syrmos with a copy to John Kinder.</li> </ol>
<b>Business</b>	<ol style="list-style-type: none"> <li>Review of policies related to minors on campus.</li> <li>Establishment of a CPM subcommittee regarding a change in policy for designation of emeritus/emerita faculty.</li> <li>Ombudsman position</li> </ol>	<ol style="list-style-type: none"> <li>Discussion: Appendix-Guidelines 8a: "discussion before or after hours" may need further clarification. The term "hours" has a different meaning now that so much interaction is remote. Busch will</li> </ol>

## MĀNOA FACULTY SENATE

		<p>summarize CPM's remarks and transmit them to SEC.</p> <ol style="list-style-type: none"><li>2. Discussion: concern about the requirement that emeriti faculty perform work under what is usually an honorary designation. Hubbard moved to establish a subcommittee to investigate emeritus/emerita status; Leong seconded. Motion approved. Hubbard, Leong, and Kahakauwila volunteered to serve. Busch will inform SEC.</li><li>3. Per Tallquist, Christine Sorensen-Irvine said that the position in the CARES Program has been advertised.</li></ol>
<b>New Business</b>	<ol style="list-style-type: none"><li>1. Pre-emptive meeting with the task force on tenure: SEC requested that CPM consider having a role in this meeting. The purpose of the meeting is to provide the task force with information about faculty classifications and other matters to better inform their investigation and decision making.</li></ol>	<ol style="list-style-type: none"><li>1. CPM recommends that CAB and CAPP also participate in the meeting. CPM will defer action until we find out whether CAB and CAPP will also participate.</li></ol>
<b>Adjournment</b>	<p>The next meeting of the Committee on Professional Matters will be November 23, 2021 at 3:00 PM.</p>	<ol style="list-style-type: none"><li>1. Sand made a motion to adjourn; second by Sharma. Meeting adjourned at 3:54 PM.</li></ol>

Respectfully submitted by Gwen Sinclair

Approved unanimously on November 23, 2021.