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**COMMITTEE ON PROFESSIONAL MATTERS (CPM)**  
**MEETING MINUTES**

**MEETING DATE:** Oct 1, 2015  
**LOCATION:** Hawaii Hall 208  
**ATTENDANCE:** [P = Present; A = Absent; E = Excused]

MEMBERS		MEMBERS		MEMBERS		GUESTS	TIME
Mary Ellen Bargerhuff	P	Reni Soon	P			Robert Paull, CTAHR	
Meda Chesney-Lind	P	Elisabeth Steele Hutchison	P			Miriam Stark, CSS	
Adrian Franke	P	Manfred Steger	P			Juanita C. Liu, TIM	
Unhee Lim	P	Hector Valenzuela	E				
		Sarita Rai, SEC Liaison	P				

SUBJECT	DISCUSSION / INFORMATION	ACTION / STRATEGY / RESPONSIBLE PERSON
<b>CALL TO ORDER</b>	Meeting called to order by the Chair, at 4:00 PM.	Chair
<b>MINUTES</b>	Minutes of Sept 9 meeting presented for approval; motion (Chesney Lind); second (Lim)	Minutes unanimously approved by all CPM members
<b>CHAIR REPORT</b>	Presentation and explanation of various handouts provided by chair to CPM members, including Senate Photo Roster, Robert's Rules of Order Simplified, name tags, CPM listserv, and agenda for current meeting plus supportive documents. CPM Committee efforts to support collegiality among the Senators include 2:45 PM pre-meeting social get-togethers (on a voluntary basis).	noted/Chair
<b>CTAHR Senate Resolution on Assistant Extension Agent Hiring Minimum Qualifications</b>	Robert Paull, former CTAHR faculty senator and current Mānoa Faculty Senator, presented CTAHR resolution in favor of extending minimum hiring qualifications for assistant extension agents. He offered a detailed rationale for this change in policy and answered pertinent questions from CPM members. Prof. Paull then asked the CPM to refer the resolution to the full MFS for endorsement.	CPM voted unanimously in favor of presenting the CTAHR resolution to the MFS for endorsement/Chair to present resolution to the MFS



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<b>Development of a faculty code of ethical conduct</b>	Miriam Stark (CSS/ANTHRO) asked the CPM to support the development of a formal faculty code of ethical conduct to make culture at UHM for civil and respectful. She presented supportive materials of other universities that had developed such a code and answered questions from CPM members. Discussion ensued weighing the pros and cons of creating a formal code of ethical conduct. While all CPM members endorsed the spirit of Prof. Stark's initiative, there were different assessments as to its necessity and feasibility. At the end, all CPM members felt that since there are already existing documents at UH (such as Workplace Nonviolence, E9.210), it would not be necessary to develop an additional document.	CPM members unanimously supported for the following action: Chair to contact Miriam Stark and encourage her to make sure that her department guidelines for tenure/promotion included a binding requirement on 'collegiality' for evaluation of candidates for tenure/promotion.
<b>Faculty input in the development and implementation of policies regarding conflicts of interest and grievances</b>	CPM member Unhee Lim presented a summary of her and Prof. Adrian Franke's (both Cancer Center) request to the CPM to draft resolutions to reinforce adherence to the existing UHM Conflict of Interest Policy and to recommend institution punitive personnel actions in case of a repeated pattern of misconduct. The CPM members then asked related questions and discussed lack of transparency, lack of documentation on investigations, and lack of consequences in current handling of Conflict of Interest cases and grievance by responsible UHM administrative units. The suggestion was made that Cancer Center faculty who supported these processes had received inadequate responses to their grievances might want to consider filing a complaint against violators of existing Conflict of Interest policies (and/or the unresponsive UHM administration) with the State Ethics Commission.	Prof. Franke and Lim were encouraged by other CPM members to draft a resolution to enforce adherence to the Conflict of Interest Policy and then present it to the full CPM for further discussion.
<b>Status of the investigation into</b>	Prof. Emerita Juanita C. Liu (TIM) presented further evidence of the alleged unethical behavior of VCAA Reed	Chair to contact the Chancellor's Office to



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<b>complaints of the alleged behavior of VCAA Reed Dasenbrock,</b>	Dasenbrock and asked the CPM to call for a vote of no—confidence against VCAA at a full Senate Meeting. In the ensuing discussion, CPM members unanimously agreed that before calling for such a vote, the CPM should contact the Chancellor to find out the status of the current inquiry into the alleged misconduct of VCAA Dasenbrock. In case of no or inadequate response by the Chancellor's Office, the CPM would discuss the most appropriate next steps, including the possibility of presenting a no-confidence vote.	ascertain the status of the inquiry into the alleged misconduct of VCAA Reed Dasenbrock.
<b>ADJOURNMENT</b>	Meeting was adjourned at 5:15pm.	Next meeting in week of October 22 (to be determined by email doodle).

Respectfully submitted by Manfred B. Steger.

Approved on October 22, 2015 with 6 votes in favor of approval and 0 against.