

Committee on Professional Matters (CPM)
January 27, 2012

Rough Notes for Minutes

Members

Balaraman, Venkataraman	E	Bonnyjean Manini, Liaison	E
Chang, Williamson	E		
Eichelberger, Ariana	P	Guests	
Leake, David	P	Beverly McCreary	P
Levin, Mark	P	Reed Dasenbrock	P
Lew, Henry	A		
Nguyen, Thanh Truc	P		
Riggs, H.R.	P		
Shoultz, Janice	E		
Zaleski, Halina, Chair	P		

Called to order

1. Minutes of 11/18/2011 - David

- Approved. (5 for, 1 abstention)

2. Report on SEC and Committee Chair retreat - Halina

- discussion of effective communication of Senators to constituents
- looked at referral and action
- If we decide not to deal with an issue, we should say so. SEC will add another column to the list of issues that is "administrative action", since it is not always clear after Senate action (e.g. classroom policy discussion where Senate endorsed the report) what action has been taken by administration. Any Senate report/endorsement needs to make clear what administrative action is expected. Resolutions go to BOR and reports don't, so the appropriate form should be used depending on desired action.

3. Update on faculty classification survey

- Bonnyjean Manini, David Leake, and Truc Nguyen met twice to discuss the survey.
- Main issue is that quality of life cannot be impacted by reclassification if it is proposed.
- As of Jan 17, 2012 there are 37 extension agent (A), 55 librarian (B), 1122 instruction (I), 26 law (J), 261 clinical medicine (M), 286 researcher (R), and 420 specialist (S) faculty members at the University of Hawaii at Manoa. Note that J and M are considered subsets of I.
- Faculty account for 50.7% of employees at UHM (Faculty 2247-50.7%; APT 1310-29.5%, Civil Service 787-17.7%, Executive/Managerial 91-2.1%)
- The only difference in leave benefits is in the vacation accrual: Instruction faculty do not earn vacation. Most instruction faculty are 9-month. None of the other classifications have 9-month positions.
 - A quick calculation showed that if all 9-month Instruction faculty are converted to 11-month, it would cost Mānoa a minimum of \$22.7 million.
- We are unsure whether COR was proposing to collapse all 7 categories into one, or only the I-R-S categories, which actually also include J and M under I
- Before we can send out a survey, we need to provide definitions and clarity, because the majority of faculty will be hearing of this issue for the first time via our survey.
- We crafted a draft definitions page
 - Halina suggested adding the housing stipulation to this page also
- Halina recommended we provide a subcommittee progress report at the next UHMFS meeting

4. Discussion of faculty classification with CORGE representatives

- could not make it to meeting. Will reconvene a smaller group on another date and time.

5. Proposed TPRC committee changes

- McCreary indicated that we did get enough to serve this year, but it was more difficult this year than most.
- Peer reviews suggest we have a system unlike any other.
 - Truc resent via email peer institution review to CPM members
- Why do we exclude members in the same college?
 - we potentially eliminate those who are qualified...right now, economists can't serve on social sciences
 - Social Work, Law, Nursing, PBRC, IFA: would make no difference; but most faculty are in departmentalized units.
 - 10 exclusions is an UHPA discussion. Can we consider 10 from own College and 10 from UHM? Need to speak with UHPA. Ron and Truc will call.
- Discussion around the make up of the committee. McCreary indicated that at least one specialist serves on a specialist review, but stated that it becomes more difficult for A, M, and J faculty. Librarian faculty members have a special agreement with UHPA that other librarians can serve on TPRC of librarians.
- Discussion from VCAA about committee structure
 - One committee. VCAA would like to see serious consideration and exploration of it. Would need alternates. Would have consistency across the board for tenure and promotion.
 - Three unusual practices at UHM
 - No College level committees
 - OVCAA not formally involved in the process
 - Absolute one-to-one ratio of our TPRCs
 - Course release would be covered by campus if we explore that small number TPRC model
 - perhaps disciplinary committees
 - perhaps committees for different levels
 - if you do this, you can pull 4s for 3s which would open up the possible folks who can serve
 - perhaps one uber committee
 - it was mentioned that this uber committee idea was not received well last year

6. Language of promotion application.

- Official languages in Hawai'i are English and Hawaiian, so TPR documents should be accepted in those languages.
- OVCAA is asking that we ask at the start of dossiers something like, "Please indicate the language in which you are submitting the dossier" and provide check boxes.
- OVCAA encourages DPCs to consider the same in their guidelines.
- Discussion occurred around external reviewers needing to be versed in Hawaiian also.
- Will contact Jan Shultz to work with Truc to craft endorsement language
 - endorse language and encourage DPCs to consider language

7. UHM Partner Hire policy. CPM will review this policy in light of the 2010 AAUP recommendations on spousal hires <http://www.aaup.org/AAUP/comm/rep/dual.htm>."

- not covered due to time

8. Composition and selection of Departmental Personnel Committees - faculty control

- not covered due to time

9. Evaluation of Administration/Administrators

- Discussed at retreat, write a resolution, to include language in administrator contracts that would state that they agree to allow a Michigan State type evaluation to be public. Average scores only, no qualitative responses. Cannot be tied to personnel evaluations.

10. Emeritus Faculty

- not covered due to time

11. Next meeting: proposed: February 24, 2012 11:30am