

COMMITTEE ON PROFESSIONAL MATTERS
Meeting Minutes

MEETING DATE **AUGUST 24, 2022**
MEETING TIME **3:00 PM - 4:00 PM**
LOCATION Zoom

Attendance**Members**

Name	Role	Attendance
Amy Hubbard	Member	Absent
Kristiana Kahakauwila	Member	Present
Shannon Sand	Member	Present
Shiv Sharma	Member	Present
William Siegman	Member	Present
Richard Wallsgrove	Member	Present
David Flynn	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 SEC liaison D. Flynn at 3:11 PM.
Review of Minutes		1. Today's minutes are taken by K. Kahakauwila.
Chair's Report	1. None	1. No action.
Guest(s)	1. None	1. No action.
Unfinished Business	1. None	1. No action.
Business	1. Election of Officers: Chair - Kristiana Kahakauwila Secretary - Richard Wallsgrove 2. Set CPM Fall meeting schedule 3. Committee overview & SEC referrals presentation.	1. W. Siegman nominated K. Kahakauwila for Chair. Approved 4 votes in favor, 0 opposed, 0 abstentions. R. Wallsgrove self-nominated for Secretary. Approved 4 votes in favor, 0 opposed, 0 abstentions. 2. Meeting time set: First Wednesday of the month at 3pm. 3. SEC liaison Flynn presented committee duties and SEC referrals process.

MĀNOA FACULTY SENATE

New Business		
Adjournment	The next meeting of the Committee on Professional Matters will be on September 7, 2022, at 3pm via Zoom.	1. D. Flynn adjourned the meeting at 3:50pm.

Respectfully submitted by Kristiana Kahakauwila

Approved unanimously on 9/7/22