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## COMMITTEE ON PROFESSIONAL MATTERS (CPM)

### MEETING MINUTES

**MEETING DATE:** November 4, 2016  
**LOCATION:** Hawaii Hall 208  
**ATTENDANCE:** [P = Present; A = Absent; E = Excused]

MEMBERS		MEMBERS		GUESTS	TIME
Scott Robertson, Chair	P	Reni Soon	E		
Hector Valenzuela	P	Vilsoni Hereniko, SEC Liaison	E		
Unhee Lim	P				

SUBJECT	DISCUSSION / INFORMATION	ACTION / STRATEGY / RESPONSIBLE PERSON
<b>Call to Order</b>	Meeting was called to order at 3:30pm	Chair
<b>Approval of the Minutes and Current Membership</b>	Minutes for September 8 <sup>th</sup> was approved. Chair informed that Douglas Vincent (formerly CPM Secretary) moved to CAB. Minutes will be drafted by others, taking turns.	Chair
<b>Chair's Report and Committee Discussion re: (1) BOR proposal to require instructional faculty to post a current CV online, and (2) BOR proposal that equivalencies for non-instructional activities be developed at the Chancellor level</b>	Chair was informed by SEC that these Regent's policy changes are undergoing significant revision by others on MFS. CPM discussed that (1) although general procedures for performance evaluation are warranted, they should be determined within Departments/disciplines and should not dictate posting of individual faculty's current equivalencies, and (2) prefers not to comment in detail but to offer to review the revision once it becomes available.	All CPM
<b>New Business – Revision of UHM Academic Grievance Procedures</b>	Chair presented the several proposed changes in the procedure. CPM considered most changes to be minor edits, but had a question about the increase in the number of people on each grievance review panel (from current 10) – what the reason is and whether it's practical.	All CPM; Chair will send the Committee's questions to the Office of Student Affairs.
<b>New Business – Comments on iChancellor Lassner's Vision Statements for UHM</b>	SEC asks all MFS Committees to provide input. Chair will re-circulate the vision statement from iC Lassner.	All CPM, Chair
<b>Follow-up on CPM Item from Year 2015-2016</b>	CPM had discussed a case of financial conflict of interest at length, and subsequently SEC asked UH administration for an independent investigation. Lim, a continuing CPM	All CPM



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	member and also a member of the UH-wide Conflict of Interest Committee (COIC), informed that the case has been investigated by COIC. CPM may follow up on the progress once COIC reaches a conclusion.	
<b>Adjournment</b>	Meeting was adjourned at 4:10pm	Next meeting on Dec. 2 at 3-4pm.

Respectfully submitted by Unhee Lim.

Approved on January 13, 2017 with 3 votes in favor of approval and 0 against.