**COMMITTEE ON PROFESSIONAL MATTERS**

**Meeting Minutes**

**Meeting Date:** February 21, 2014

**Location:** Hawai‘i Hall 208, Mānoa Campus

**Attendance:** [P = Present; A = Absent; E = Excused]

| **MEMBERS** | | **MEMBERS** | | **MEMBERS** | | **GUESTS** | **TIME** |
| --- | --- | --- | --- | --- | --- | --- | --- |
| KALLIANPUR, Kalpana | P | STEVENS, Duane | P | VARGO, Stephen | E |  |  |
| MAYNARD, Ashley | P | SZYMCZAK, Victoria | P | VINCENT, Doug | E |  |  |
| MOCZ, Gabor | P | TALLQUIST, Michelle | E | WIECZOREK, Anna | P |  |  |
| SHOULTZ, Janice | E | TAM, Elizabeth | A |  |  |  |  |

| **SUBJECT** | **DISCUSSION / INFORMATION** | **ACTION / STRATEGY / RESPONSIBLE PERSON** |
| --- | --- | --- |
| **CALL TO ORDER** | Quroum was met and a meeting was called to order at 3:00 pm. | Ashley Maynard |
| **MINUTES** | Minutes from the last meeting was reviewed and approved by a vote of 6 to 0. The vote was recorded. | Ashley Maynard  Vicki Szymczak |
|  | Discussion concerning a draft resolution regarding the issue of post tenure review and ongoing conflict between UHPA and the Mānoa administration regarding the same issue took up a substantial amount of the meeting. Members drafted a preliminary resolution for consideration. A straw poll was taken on the merits of the resolution. The result of the straw poll was 7 to 0 in favor. The CPM members present at the meeting felt that the draft resolution should be considered and voted on by the full Committee. Chair Maynard would investigate the possibility of e-mail voting with Kristin Herrick. Alternatively, another meeting would be held within the next week or two to get feedback from absent committee members. | Ashley Maynard |
|  | Discussion on drafting a resolution or recommendation to direct the BOR to assemble a task force to collect information on the percentage of courses taught by tenure and tenure track faculty v. lecturers. We asked to have this project completed by the researchers within the faculty senate however we were informed that the project was too difficult and time consuming for them to undertake. Chair Maynard agreed to draft appropriate language for our consideration. | Ashley Maynard |
| **ADJOURNMENT** | The meeting was adjourned at approximately 4:30 pm. | * Ashley Maynard |

Respectfully submitted by Name.

Approved on Date with X votes in favor of approval and X against.