**COMMITTEE ON PROFESSIONAL MATTERS (CPM)**

**Meeting Minutes**

**Meeting Date:** October 22, 2015

**Location:** Hawaii Hall 208

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

| **MEMBERS** | | **MEMBERS** | |  | | **GUESTS** | **TIME** |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Mary Ellen Bargerhuff | P | Reni Soon | E |  |  | Invited Guest - Vice President Jan Gouveia |  |
| Meda Chesney-Lind | P | Elisabeth Steele Hutchison | P |  |  |  |  |
| Adrian Franke | E | Manfred Steger | P |  |  |  |  |
| Unhee Lim | E | Hector Valenzuela | P |  |  |  |  |
|  |  | Sarita Rai, SEC Liaison | P |  |  |  |  |

| **SUBJECT** | **DISCUSSION / INFORMATION** | **ACTION / STRATEGY / RESPONSIBLE PERSON** |
| --- | --- | --- |
| **CALL TO ORDER** | Meeting called to order at 10:00 |  |
| **MINUTES** | Mary Bargerhuff moved that the minutes be approved. Passed unanimously. |  |
| **CHAIR’S REPORT** | Chairs' retreat, revised Fall CPM meeting schedule to include biweekly meetings, update on CPM vacancy, Discussion of faculty input in the development and implementation of policies regarding conflicts of interest and grievances moved to Nov 5 meeting due to Unhee and Adrian's excused absences on Oct 22 |  |
| **STATUS OF THE INVESTIGATION INTO COMPLAINTS OF THE ALLEGED**  **BEHAVIOR OF VCAA REED DASENBROCK** | Jan Gouveia and Dwight Takeno introduced themselves to the committee and brought CPM up to date on the status of the investigation.  CPM has asked the liaison to convey to SEC key details of the report CPM received. CPM will continue to discuss what we learned in this briefing, and will consider further steps at it’s Nov. 5th meeting. |  |
| **ACCFSC - PROPOSED NEW EXECUTIVE POLICY ON CONSENSUAL**  **RELATIONSHIPS** | SEC would like the Committee to review the proposed policy in the context of the current UH Sexual Harassment Procedures. Sarita Rai will get CPM the current Sexual Harassment Procedures. |  |
| **FACULTY SENATE REPRESENTATION**  **COMMITTEES CREATED BY THE ADMINISTRATION** | CPM would like a list of Administrative Committees that have been convened over the past few years from SEC. If an exhaustive list is not possible, can we receive a list of examples that are of concern. |  |
| **NUMBER OF TENURE TRACK VS. NON-TENURE TRACK FACULTY AND THE RATIO OF COURSES BEING TAUGHT BY TENURE VS. NON-TENURE TRACK**  **FACULTY** | CAB has asked us to look this. However, CPM dropped the issue last Spring, and given the heavy work schedule, it is unlikely we can take this up. Chair Steele will convey this to the Chair of CAB. |  |
| **NEW BUSINESS** | CPM is still working on a new meeting time. The Nov. 5th CPM meeting will be at 4pm in 208. The Nov. 19th meeting will be 11 am to 12:30. Chair Steele will write up the schedule. |  |
| **ADJOURNMENT** | Meeting was adjourned at 11:25. | * Next meeting on Nov. 5, 2015, 4:00 PM - 5:00 PM, HAW 208. |

Respectfully submitted by **Meda Chesney-Lind**.

Approved on November 5, 2015 with 6 votes in favor of approval and none against.