**COMMITTEE ON PROFESSIONAL MATTERS (CPM)**

**Meeting Minutes**

**Meeting Date:** April 21, 2017

**Location:** Hawaii Hall 208

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

| **MEMBERS** | | **MEMBERS** | | **GUESTS** | | |
| --- | --- | --- | --- | --- | --- | --- |
| Scott Robertson, Chair | P | Patricia Masters | P | Sarita Rai (Liaison) | P |
| Hector Valenzuela | P | Reni Soon | E | Robert Cooney (guest) | P |
| Ming-Bao Yue | P | Camaron Miyamoto | E |  |  |
| Unhee Lim | P |  |  |  |  |

| **SUBJECT** | **DISCUSSION / INFORMATION** | **ACTION / STRATEGY / RESPONSIBLE PERSON** |
| --- | --- | --- |
| **Call to Order** | Meeting was called to order at 1:00pm |  |
| **Follow-up on Conflict of Interest Matters and a Revised Administrative Procedure (AP12.304)** | A draft Comments document was circulated in CPM last Monday, which lists suggested modifications for the revised FCOI procedures (AP 12.304). CPM reviewed the Comments item by item and discussed further edits today. CPM also reviewed a draft Resolution that requests OVPRI to respond to the CPM Comments item by item and to maximize the autonomy and objectivity of the Conflicts of Interest Committee peer-review operations.  The current Comments and Resolution (with track changes) will be circulated to all on CPM for further suggestions through noon on Monday. They will be also submitted to SEC for their meeting and discussion on Monday and to COR and CAB for review. | The final Comments and Resolution will be sent to COR and CAB (and SEC) later on Monday for their advance review and for next month’s MFS meeting’s Agenda. |
| **Follow-up on Post-Tenure Faculty Five Year Review** | CPM had submitted the final Resolution regarding Post-Tenure Faculty Five Year Review for this past Wednesday’s MFS meeting, but somehow the Resolution was not included in the Agenda. CPM will follow up with SEC to make sure the Resolution will be presented at the MFS meeting on May 10. | CPM will follow up with SEC. |
| **Discussion about Motion of No Confidence at the March 15 MFS Meeting** | Senator Valenzuela reported back on his fact finding. The Committee had further discussion and agreed to put forward a Resolution to encourage collegial conduct and promote adherence to Robert’s Rules on the Senate. | * CPM will draft and review a Resolution via email. |
| **Follow-up – A New Procedure Regarding Compliance with Public Access Requirements (AP12.310)** | No update from COR. | * CPM will wait for COR reviews before providing additional input. |
| **Adjournment** | Meeting was adjourned at 2:15pm. |  |

Respectfully submitted by Unhee Lim.

Approved on May 23, with 4 votes in favor of approval, 0 vote against and 1 abstention.