



UNIVERSITY  
of HAWAII®  
MĀNOA

Committee on Professional Matters  
Mānoa Faculty Senate

December 6, 2012

To: Mānoa Faculty Senate Executive Committee  
From: Kenneth Kipnis and Thanh Truc Nguyen, Co Chairs  
Subject: Committee on Professional Matters Fall Report, 2012-2013

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*The Committee shall be vigilant in protecting the academic freedom of all scholars, and shall review and evaluate such topics as classified research, sexual harassment, gift giving, and the like which may come before it either as a matter of policy or on a case-by-case basis.*

**Members**

Lilikala Kameeleihiwa, Non Senator; Kenneth Kipnis AH (Co Chair); Scott Lozanoff, JABSOM; David Leake, ED; Henry Lew, Law; Gabor Mocz, ORU; Thanh Truc Nguyen, ED (Co Chair); Janice Shoultz, NDH; Gwen Sinclair, LIBSVCS; Victoria Szymczak, LAW; Halina Zaleski, CTHAR; David Ericson, SEC Liaison

**Fall Meetings Dates**

Sep 6; Oct 4; Nov 1; Dec 6

**Charges from Senate Executive Committee**

- #76.12: FY 2013-2017 Proposed Parking Rate Schedule (\*SEC / CAB / CPM)
- #38.12: Composition and selection of Departmental Personnel Committees
- #36.12: Evaluation of Administration/Administrators
- #35.12: Faculty Classifications (\*CPM / CORGE)
- #33.12: Emeritus Faculty
- #5.13: Faculty Hiring, Promotion & Tenure v. Non Tenure Track Positions (\*CPM / CAB)
- #6.13: Diversity Hiring Policy
- #14.13: Examine the Value of Assessment (\*CPM / CAPP / CAB / MAC)
- #22.13: Tenure of Administrators
- #24.13: Periodic Review of Faculty
- #25.13: Partner Hiring
- #27.13: Status of University Affiliated Research Center (\*CORGE / CPM / SEC)
- #77.12: Conflicts of Interest & Commitment Executive Policy Revisions & New Administrative Policy (\*CAB / CPM)

**Issues raised by CPM members**

- Language of promotion application
- Requests for confidential information

The Committee on Professional Matters (CPM) of the University of Hawai'i at Mānoa Faculty Senate (UHMFS) met four times during the 2012 Fall semester. CPM co chairs Ken Kipnis and Truc Nguyen also attended a MFS SEC/committee chairs retreat with the UHM administrators in September 12, 2012 and the UHM Administrators and UHMFS Leadership meeting on September 26, 2012. Following are summary statements on each of the issues thus far.

**#76.12: FY 2013-2017 Proposed Parking Rate Schedule (\*SEC / CAB / CPM)**

CPM intended to review the proposal by the UHM administration, but the proposal has been pulled back. CPM intends to review the proposal when it is reintroduced.

**#38.12: Composition and selection of Departmental Personnel Committees**

This issue was completed last year where we recommended that all DPCs take a look at their criteria and guidelines and resubmit for approval. This was in conjunction with the new tenure and promotion criteria.

**#36.12: Evaluation of Administration/Administrators**

CPM co Chairs met with members of UHM Human Resources to better understand the 360 evaluation. We continue to look at this issue to determine if a separate feedback mechanism is warranted. We continue to be guided by excellence through transparency. A report of our findings and recommendations is forthcoming. We have received communications from Doug Vincent, Chair of CAB, and intend to meet jointly with CAB on January 10, 2013 and share our findings in the Spring Semester.

**#35.12: Faculty Classifications (\*CPM / CORGE)**

We are still looking into this issue and will dedicate more time to it in the Spring semester. Thus far, we know that there are seven classifications of faculty at UHM. Given that Chancellor Apple has expressed publicly his concerns about the classifications, we would like to invite him to meet with CPM and CORGE in the Spring to share his perspectives and address questions we may have. We will be contacting Robert Richmond, Chair of CORGE to determine the best date and time to invite Chancellor Apple.

**#33.12: Emeritus Faculty**

In our discussions, we realized that this issue was deferred last year due to lack of time. Executive policy calls for internal campus procedures. Currently, a rank of Level V and 3 years of experience at UHM are required. There should be written procedures. Some faculty may be reluctant to forward names to a dean for emeritus status if their relationship with the dean is not good. We will continue this discussion in the Spring.

**#5.13: Faculty Hiring, Promotion & Tenure v. Non Tenure Track Positions (\*CPM / CAB)**

CPM has obtained data from Kathy Cutshaw's office of types of positions and teaching loads. CPM recommends that CAB and SEC should address the issue of the proportion of the budget devoted to instructional faculty. We will be continuing this conversation in the Spring with CAB.

**#6.13: Diversity Hiring Policy**

We support diversity hiring. We have discussed this issue and feel it is an issue of qualification of the individual. If the individual is qualified, then there should be no need for additional discussion. A statement is forthcoming in early Spring.

**#14.13: Examine the Value of Assessment (\*CPM / CAPP / CAB / MAC)**

In looking at this issue, CPM advised SEC that CPM should not be the lead on this assessment issue and that it should be CAPP. Co Chair Ken Kipnis has had discussions with Carolyn Stephenson regarding this issue. CPM will not be working on this issue this academic year, but is willing to review statements and discussion of other committees.

**#22.13: Tenure of Administrators**

CPM recommends that DPC criteria of the department be used to determine tenure. The decision of tenure rests at that of the department, not at that of administration.

**#24.13: Periodic Review of Faculty**

CPM continues to look at issues of periodic review, also called post-tenure review. We are reading four external pieces as we review the revised 2012-2013 Procedures.

1. 2002 AAUP Tenure Article

- <http://www.aaup.org/AAUP/issues/tenure/tenure-perspectives.htm>
2. AAUP Post Tenure Review Statement  
<http://www.aaup.org/AAUP/pubsres/policydocs/contents/PTR.htm>
  3. A Post-Tenure Review System That is Good Personnel Policy: Is it Possible?  
<http://journals.cluteonline.com/index.php/IBER/article/download/3919/3964>  
International Business & Economics Research Journal, 2011
  4. Article from Journal of Higher Education about post-tenure review at UHM:  
[http://muse.jhu.edu.eres.library.manoa.hawaii.edu/journals/journal\\_of\\_higher\\_education/v077/77.4wood.pdf](http://muse.jhu.edu.eres.library.manoa.hawaii.edu/journals/journal_of_higher_education/v077/77.4wood.pdf)

**#25.13: Partner Hiring**

We completed this task last academic year. Please refer to the previous report.

**#27.13: Status of University Affiliated Research Center (\*CORGE / CPM / SEC)**

We have yet to engage fully in this issue.

**#77.12: Conflicts of Interest & Commitment Executive Policy Revisions & New Administrative Policy (\*CAB / CPM)**

We have yet to engage fully in this issue.

**Language of promotion application**

CPM is still concerned with the translation of tenure and promotion dossiers that are submitted in Hawaiian. We agree and support the right of faculty members to submit a dossier in Hawaiian, as it is an official language of our state. However, we ask that the VCAA determine translation procedures so that members of tenure and promotion review committees who are unable to read Hawaiian can still judge the merits of the dossier.

**Requests for confidential information**

CPM has discussed the issue of confidentiality in research work and the public need for information. In some cases, the work of researchers is protected by confidentiality, but some public figures and agencies are trying to force information out of researchers. We ask the UHM administration to address this concern.

**Membership**

Members Kameeleihiwa and Lew have indicated that they are not able to serve on the committee. CPM respectfully requests that the SEC seek replacement Senators.