Committee on Professional Matters
Meeting Agenda
Date: Wednesday, December 11, 2013
Hawaii Hall 208
3:00 – 4:00 pm

1. Call to Order – Ashley Maynard, Chair
2. Approval of Minutes from November meeting
3. Old Business
      i. January 2012 Memo to MFS re: Faculty Professional Development Committee
      ii. 2011-2012 Procedures for Evaluation of Faculty at UH Manoa
      iii. 2012-2013 Procedures for Evaluation of Faculty at UH Manoa
      iv. 2013-2014 Procedures for Evaluation of Faculty at UH Manoa - Current AY.
   b. Issue 6.14 – Administrative policy proposal: PI/Program director change
4. Spring meetings: The best time for the greatest number of people is Fridays from 3 – 4:30 in Hawaii Hall 208.
5. Other issues assigned to CPM thus far this year can be found at this link:
   http://www.hawaii.edu/uhtmfs/committee/standing/cpm.html#issues
      Committee on Academic Policy and Planning
      Fall 2013 Report: The sub-committee dealing with this issue talked to the University Registrar, Stuart Lau, and he said that cross-listed courses are indeed tracked using STAR and BANNER; however, a course might not be listed as cross-listed if a department chair does not note that when submitting the list of courses for the new semester. However, the Registrar might still catch that though since that would be a problem if the two CRNs are meeting at the same room at the same time. As an interesting aside, he added that the Registrar also handles some of the large classes in the same way of linking related classes. For example, there might be 400 students signed up for one HISTORY 151 class, but the students might be divided up into 10 CRNs since they meet with different labs. We don't know if the last problematic IRO report measuring campus teaching productivity recognized this when examining average numbers of students in a course. No other work on this issue is needed at this time.
6. Adjourn

Future Meetings:
• Manoa Faculty Senate, Wednesday, January 15, 2014, 3:00 pm – 5:00 pm, Architecture Auditorium
• Spring CPM meetings are being set.