



COMMITTEE ON FACULTY SERVICE

MEETING MINUTES

MEETING DATE: Tuesday, October 22, 2013
LOCATION: Hawai'i Hall 2078
ATTENDANCE: [P = Present; A = Absent; E = Excused]

MEMBERS		MEMBERS		MEMBERS		GUESTS	TIME
AGCAOILI, Aurelio	P	FULFORD, Catherine	P	RAWSON, James	E		
DI, Xu	P	OISHI, Martin	E				
DUNN, Robert	P	PAGANO, Ian	P				
FELIPE, Miguel	P	ROBERTS, Stacey	P				

SUBJECT	DISCUSSION / INFORMATION	ACTION / STRATEGY / RESPONSIBLE PERSON
CALL TO ORDER	2:36p	
MINUTES	Kristin kicked-off the meeting by summarizing the CFS Procedures document (draft). She directed our attention to the primary decision of how to gather names/nominations for appointment to Mānoa-wide committees	
Response	CFS likes statements included in self-nominations —Stacey seconds this as a way to help ensure diversity and informed decisions —Will we modify request for nominations in the future?	none
Changes to solicitation for self-nomination	CFS agrees that we wont <i>require</i> a paragraph indicating interest but revise call to say that ' <i>priority</i> is given to those who provide a statement of interest.' We also want to allow both a single, attached document and/or a link to a webpage.	Kristin will update manual to reflect our revisions.
Regarding Diversity	We would address the diversity of the candidates holistically with an emphasis on overall quality and representation.	none
ADJOURNMENT	3:21p	

Respectfully submitted by Miguel Felipe.
Approved on January 21, 2014 unanimously.