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MĀNOA

May 12, 2021

To: Mānoa Faculty Senate Executive Committee

From: Christine Beaulé, Chair

Re: **Committee on Faculty Service - Spring Report 2021**

**Committee members included:**

Committee members included: Christine Beaulé (Chair), Richard Medina (Vice Chair), Seanyelle Yagi (Secretary), Roger Chen, Ariana Eichelberger, Marek Kirs, Sarah Yuan (committee members) and Thanh Truc Nguyen (SEC Liaison). The Chair thanks the Committee and its officers for their service.

Committee met on the following dates January 29, February 12, February 26, March 12, March 22, April 9, April 23, & May 7 of this year. CFS will also meet again on May 21 to continue committee preferences review and with review of appointments to non-Senate committees.

During the Spring 2021 semester, the committee addressed the following issues and items:

**Issue(s) Completed:**

*January 29, 2021:* Senate and Senate Executive Committee elections timelines set  
Senate constituencies reviewed and updated

*February 12, 2021:* Preparations for senate election with, for example, multi-unit declaration emails sent to 140 faculty, and other email drafts

*March 12, 2021:* Consultations during meeting and via email with members of GEC and CEE regarding proposed amendments to MFS bylaws, as well as highly problematic nature of proposed amendments to bylaws section on SEC eligibility; Review of senate election results; Timeline and calls for faculty volunteers for non-senator GEC vacancies and Gen Ed Board vacancies

*March 22, 2021:* Review of volunteers for non-senator GEC vacancy and Gen Ed Board vacancies



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*April 9, 2021:* Review of volunteers for Academic Grievance Committee and Student Conduct Appellate Board; Review of volunteers for Summer 2021 General Education Summer Institute (Chair Beaulé recused herself)

*April 23, 2021:* Review of SEC election results, GEC vacancies

*May 7, 2021:* Review of standing committee preferences survey results

### **Issue(s) Under Review:**

A complete list of issue(s) pending further review for the 2021-22 incoming members and any next step(s) or recommendations regarding that issue.

CFS feels that the heavy workloads of the Committee on Administration and Budget, and Committee on Academic Policy and Planning, warrant further review, with a possible recommendation to split each into two committees with narrower areas of responsibility. This would help expedite the review of academic program proposals, administrative proposals, the revisions of permanent/continuing committees' governing documents, and so forth.

CFS adopted the practice in the last two academic years of appointing one-year alternates to non-senator seats on permanent/continuing committees (GEC, CEE, and the six General Education Boards), a practice endorsed by the SEC. When there are more qualified candidates who have volunteered for non-senator seats on either of these committees, CFS and the SEC feel that it increases efficiency to appoint those not appointed to vacancies as one-year alternates. This expedited the process of filling an unexpected vacancy on a committee. Although CFS requested that the following language be added to the revised bylaws, CAB thought it too granular and suggested that it be added to the governing documents of the GEC/Gen Ed Boards and CEE. However, those governing documents outline the membership and responsibilities of specific permanent/continuing committees, not the specifics about the process by which members are recruited, vetted and appointed. CFS therefore considers this an unresolved issue worth pursuing again if given the opportunity to do so. CFS also encourages future members of CFS to adopt this practice.

Amendment to Article IV. Section 1. k. (p.10)

CFS may also nominate one-year alternate appointments for non-senator positions to committees with their own governing documents.

(to be added to the 2nd line of 2nd P)

CFS also recommends reconsidering the language about faculty members who are graduate students. CFS fully supports faculty who are graduate students and also MFS Senators. However, the request to the SEC and CAB was to consider whether faculty members who are graduate students should concurrently hold a leadership



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position in the Graduate Student Organization as well as a leadership position in the MFS. CFS encourages revisiting this issue.

*Approved by CFS on May 7, 2021*