

Committee on Faculty Service Meeting Minutes

Date: February 22, 2023

Time: 11 AM

Zoom link:

Attendance

Members

Name	Role	Attendance
Richard Medina	Member	Present
Naiyi Fincham	Member	Present
Peter Leong	Member	Present
Seungoh Paek	Member	Present
Teresa Schiff-Elfalan	Member	Present
Marguerite Butler	Member	Present
Richard Allsopp	Member	Excused
David Flynn	SEC liaison	Present
John Kinder	UHMFS Office	Excused

Guests

Name	Role	Time
None		

Subject	Discussion/Information	Action / Strategy / Responsible Person
Call to Order		Meeting was called to order by Chair Medina at 11:02AM.
Review of Minutes	Review of 02/08/2023 minutes	Medina moved to approve, Paek seconded, and approved by acclamation.
Chair's Report	<ol style="list-style-type: none"> 1. Distribution pending for recruitment of Faculty Senate nominee to Diversity and Inclusion search committee. Request and Position Description 2. Two GenEd Committee vacancies (6 mo. remaining terms; Jan - Jun) <ol style="list-style-type: none"> a. Diversifications Board (6 mo. term); background in Social Sciences b. Writing Board (6 mo. term); Natural Sciences; <ol style="list-style-type: none"> i. Recommended candidate materials ii. Statement from J.W.: "Following Christine Beaulé's invitation I am submitting this statement of interest for a mid-term replacement appointment (January 2023-June 2024) to the Writing Focus Board. I have broad experience in curriculum development and assessment. I served on the committee that developed the current student learning outcomes and writing assessment standards for all School of Life Sciences undergraduate degree programs, and I am serving my second term as Chair of the MFS Committee on Educational Effectiveness. My curriculum vitae is attached. Please let me know if any additional information is required." 	<ol style="list-style-type: none"> 1. The call for a volunteer (in addition to Teresa Schiff-Elfalan) has not been sent out, yet. 2. John will send Call for Volunteers announcement for D-Board vacancy

SEC Report	1. None	1. None
Action Items	1.	
Business	1. Approve appointment of Justin Walguarnery to Writing Board (NatSci)	1. Medina moved to approve the candidate, Justin Walgurnery, to the remaining term, Schiff-Elfalan seconded, and approved by acclimation.
Adjournment	The next meeting of the Committee on Faculty Service will be on March 08, 2023 at 11:00 AM	Business was complete, and the meeting adjourned at 11:16 AM.

Respectfully submitted by Seungoh Paek, Secretary
Approved unanimously on March 08, 2023.