

**Committee on Faculty Service
Meeting Agenda**

Date: January 13, 2025

Time: 12:00 - 1:00 pm

Attendance**Members**

Name	Role	Attendance
Birendra Mishra	Co-Chair	Present
Wes Palmer	Co-Chair	Present
Eric Peterson	Secretary	Present
Lori Fulton	Member	Present
Mike Rappe	Member	Present (Arrived 12:15pm)
Duncan Farrah	Member	Present
U'ilani Lum	Member	Excused
Marguerite Butler	SEC liaison	Present
John Kinder	UHMFS Office	Present

Guests

Name	Role	Time

Subject	Discussion/Information	Action / Strategy / Responsible Person
Call to Order		Meeting was called to order by B. Mishra at 12:01 PM.
Review of Minutes	1. The December 16, 2024 minutes draft was sent to members electronically.	1. Approved by acclamation
Chair's Report	1. Resolution draft to College- and Department-Level Faculty Senates 2. Yola Stockton was appointed to CAB.	1. W. Palmer made a motion: To accept the Draft Resolution and forward to CAB to discuss co-sponsorship. B. Mishra, seconded the motion. Approved by acclamation. 2. No action taken.
Action Items	1. Uilani Chow-Rule (SONDH) needs to be assigned to a committee as she is completing Gary Glauberman's remaining term. Preferences are CSA, GEC, CEE, CFS, CAPP 2024-25 Current Senate committee assignments.	1. E. Peterson made a motion: Assign U. Chow-Rule to CEE if schedules permit. D. Farrah, seconded the motion. Approved by acclamation. J. Kinder to follow up with Sen. Chow-Rule to determine if her work schedule can accommodate the Spring meetings.
SEC Report	1.	1. Xxx made a motion: Xxx, seconded the motion. Approved by.
Unfinished Business	1. Discussion of Workload or other ways to improve participation in the senate? 2. Ideas for new committee structure for MFS for Undergraduate Education, Graduate Education, and Space Committees	1. Committee agreed to have M. Butler bring up to SEC: Discuss drafting a resolution that all Unit Workload Policies include language assigning 0.5-1 credits for MFS and University Committee Service, 1-3 credits for MFS Chair positions, and 2-5 credits for SEC Chair. 2. To be discussed at next meeting

MĀNOA FACULTY SENATE

Business	1. <ul style="list-style-type: none">• Xx	1. action.
Adjournment	The next meeting of the Committee on Faculty Service will be on Monday, January 27, 2025 from 12:00 to 1:00 pm.	Meeting adjourned at 1:03 PM.

Respectfully submitted by Eric Peterson, Secretary
Approved unanimously on February 10, 2025.