

MANOA FACULTY SENATE
Committee on Faculty Service (CFS)
Meeting Minutes

Meeting Date: Wednesday, September 5, 2012

Location: Hawaii Hall Room 208

Attendance:

Members		Members		Members		Guests	Time
Aurelio Agcaoili	P	Spencer Leineweber	P	Ian Pagano (SEC Liaison)	P	Kristin Herrick	
V Balaraman	P	Martin Oishi	A				
Miguel Felipe	P	Carol Plummer	P				
Brian Glazer (Sabbatical 2012-13)	E	Benito Quintana (Sabbatical 2012-13)	E				
Jing Guo	P	Lilia Santiago (For B. Quintana)	P				

Subject	Discussion/ Information	Action/Strategy/Responsible Person/s
CALL TO ORDER	4:05pm	
MINUTES	<p>Kristin Introduced the committee's main body of work and how it's changed in recent years</p> <p>—We create slates of appointees for MFS and Mānoa-wide committees. SEC confirms or adjusts.</p> <p>—MFS Committee assignments are largely done by preference polling via Survey Monkey and are typically non-controversial</p> <p>—Mānoa-wide committee assignments (approx. 24 committees) are only recently back under the purview of the CFS. We don't yet have a clear set of procedures/policies around how these appointments will be made.</p>	
	Reviewed a request from the Institutional Learning Objectives Implementation Committee nominee, Dore Minatodani to nominee Vicky Lebbin in her stead.	Committee unanimously supported the suggestion and passed it to the SEC for confirmation.

Subject	Discussion/ Information	Action/Strategy/Responsible Person/s
	Discussed roles for CFS leadership in order to form our committee for the year.	Selected a chair: V Balaraman Selected a secretary: Miguel Felipe
	Set meeting dates for the rest of the semester. Agreed that Wednesdays work well for all. Agenda for that meeting ought to include a schedule for committee appointments next semester.	Next Meeting: October 31, 4–5pm, Hawaii Hall 208
	General discussion about how various Mānoa-wide committee assignments should be made. We can discuss a survey of current appointees for purposes of informed appointments in the future.	Kristin will speak with SEC and offer draft processes and criteria for nominations in the future.
ADJOURNMENT	4:39pm	

Approved via e-mail. Respectfully submitted by Miguel Felipe.