

**Committee on Faculty Service  
Meeting Agenda**

Date: April 7, 2025  
Time: 12:00 - 1:00 pm

**Attendance****Members**

Name	Role	Attendance
Birendra Mishra	Co-Chair	Excused
Wes Palmer	Co-Chair	Present
Eric Peterson	Secretary	Present
Lori Fulton	Member	Present, excused at 12:30 pm
Mike Rappe	Member	Excused
Duncan Farrah	Member	Present
U'ilani Lum	Member	Excused
Marguerite Butler	SEC liaison	Present
John Kinder	UHMFS Office	Present

**Guests**

Name	Role	Time

<b>Subject</b>	<b>Discussion/Information</b>	<b>Action / Strategy / Responsible Person</b>
<b>Call to Order</b>		Meeting was called to order by W. Palmer at 12:01 PM.
<b>Review of Minutes</b>	1. The March 10, 2025 minutes draft was sent to members electronically.	1. Approved by acclamation..
<b>Chair's Report</b>	1. None	1. No Action
<b>Action Items</b>	<p>1. SEC Candidacy period closed April 4. Candidate statements (7): Senate Service Records:</p> <ul style="list-style-type: none"> <li>i. Daniel Port (SCB) - eligible</li> <li>ii. Randall Minas, Jr. (SCB) - eligible</li> <li>iii. Shuxing Zhang (ORU) - eligible</li> <li>iv. Birendra Mishra (CTAHR) - eligible</li> <li>v. Jennifer Griswold (SOEST) - eligible</li> <li>vi. Michelle Tallquist (JABSOM) - eligible</li> <li>vii. Brad Taylor (CALL) - eligible</li> </ul> <p>2. Review VPRS SAC candidacy results as the deadline is today. Sen. Shuxing Zhang (Cancer Center) for Dean of Shidler SAC (Due Apr 14th): Sen. Daniel Port (SCB)</p> <p>3. Review the March Call for Volunteers (GEC and its Boards) candidacy results for possible action. (3) candidates so far.</p> <p>4. Set the following CFS meeting for April 28, 2025 to review the SEC election results.</p> <p>5. Approved announcing the 2025-26 MFS Committee Preferences survey for newly elected, re-elected &amp; continuing senators. Survey will close on April 18, 2024.</p>	<p>1. E. Peterson made a motion: approve the candidates and NOT extend the candidacy period. D. Farrah, seconded the motion. Approved by Acclamation</p> <p>2. D. Farrah made a motion: Accept and move these candidates forward to the SEC for consideration. E. Peterson, seconded the motion. Approved by Acclamation</p> <p>3. Deferred to the next meeting.</p> <p>4. E. Peterson made a motion: Call a special meeting for April 28, 2025 to review SEC candidates. D. Farrah, seconded the motion. Approved by Acclamation</p> <p>5. L. Fulton made a motion: Recommend to UHM Senate Office to send out the committee preference survey. E. Peterson, seconded the motion. Approved by Acclamation</p>

	6. SOCSCI Senator Candidacy issue  7. W-Board member Chris Au has tended his resignation effective immediately.	6. Deferred to the next meeting.  7. For information only.
<b>SEC Report</b>	1. none	1. No Action
<b>Unfinished Business</b>	1. CFS Committee Best Practices draft	1. Committee reviewed the draft
<b>Business</b>	1. April 14 Meeting will be canceled	1. action: Secretary to email reminder to CFS
<b>Adjournment</b>	The next meeting of the Committee on Faculty Service will be on Monday, April 28, 2025 from 12:00 to 1:00 pm.	Meeting adjourned at 12:29 PM

Respectfully submitted by Eric Peterson, Secretary  
 Approved unanimously on April 28, 2025.