

COMMITTEE ON FACULTY SERVICE

MEETING MINUTES

MEETING DATE: NOVEMBER 1, 2016
LOCATION: HAWAII HALL 208
ATTENDANCE: [P = Present; A = Absent; E = Excused]

MEMBERS		MEMBERS		MEMBERS		GUESTS	TIME
Csiszar, Katalin	P	Fuleky, Peter	P	Cooney, Robert	P		
Huffman, Brian	P	Suvorov, Ruslan	P				
Yue, Ming-Bao	E	Hellebrand, Eric	P				
Casken, John (SEC Liaison)	E	Xiao, Bo	E				

SUBJECT	DISCUSSION / INFORMATION	ACTION / STRATEGY / RESPONSIBLE PERSON
CALL TO ORDER		Chair Csiszar called meeting to order at 12:02 pm
MINUTES		Minutes from October 19, 2016 were approved unanimously.
CFS ACTIONS	R. Suvorov finalized the Call for Volunteers survey and sent the final version to J. Kinder on October 19, 2016.	J. Kinder will send out the Call for Volunteers to UHM faculty
	CFS discussed candidates and their preferred assignments for standing committees. Chair Csiszar called for a vote to approve the following assignments: Noa Lincoln - COR Camaron Miyamoto - CPM Ruth Hsu - CAPP Judith Inazu - CAB Wendy Kawabata - CPM Randall Minas - COR CFS recommended assigning Hyoung-June Park to serve on CPM	CFS voted and approved unanimously the following assignments: Noa Lincoln - COR Camaron Miyamoto - CPM Ruth Hsu - CAPP Judith Inazu - CAB Wendy Kawabata - CPM Randall Minas - COR Hyoung-June Park - CPM
	Garrett Clanin was proposed by GEC chair as replacement for Alyssa.	CFS will discuss additional candidates for GEC

		replacement at a future meeting.
DISPUTED SEC NOMINATION	<p>CFS discussed the recent disputed SEC vacancy replacement by an alternative from the 2015 election list with the aim to generate a report to the Senate and SEC.</p> <p>Four topics were discussed: conflict of interest, the election list to be used for SEC replacements, involvement of CFS in certifying the alternate to the Senate and the SEC, and amendments to the by-laws.</p> <ol style="list-style-type: none"> 1. Potential conflict of interest: Chair Csiszar called attention to the fact that members of the SEC are in conflicting situation in participating in the CFS process that evaluates disputed SEC actions. R Cooney, prior SEC chair and current CFS member, stated that there was no conflict of interest for him to participate in these discussions. 2. Appropriate list to use for alternatives to fill SEC vacancies: There are two possible interpretations of which list should be used to appoint a replacement for a senator who has not completed his/her term. On September 21, 2016, CFS voted for using the most current list. If the current list does not suffice, then a special election should be called. 3. CFS discussed the potential violation of the by-laws by the SEC by not involving the CFS in the approval process. Because the 2014/15 CFS did not function properly, the 2015 election list was not certified by CFS - as defined in the by-laws. Additionally, when the SEC selected an alternative for a vacancy in 2016 using the 2015 election list, they did not involve the current (functioning) CFS in the process of certifying the alternative to the Senate - as defined in the by-laws. 4. CFS agreed that two amendments to the by-laws were needed due to ambiguity in the by-laws and potentially different interpretations: one for SEC elections, another one for senator elections. R Cooney proposed to include a clause saying that if an SEC member resigns within 3 months before the end of his/her term, a replacement is not need. This clause will be included in the draft of an amendment to the by-laws. 	<p>CFS will meet on November 9 to draft a report to SEC and MFS outlining the work that has been done to address the disputed SEC procedure in selecting and alternative.</p> <p>Approved unanimously. The CFS is going to propose these amendments and work with CAP to clarify the by-laws.</p>

	Chair Csiszar called for a vote to approve that the current election list be used for permanent and temporary vacancies on SEC. R Cooney proposed an amendment that a faculty under consideration must be a senator.	A CFS unanimous vote reaffirmed the CFS' September 21, 2016 vote for using the most current election list for selecting SEC alternates with the addendum: 1) if the current election list does not suffice, a special election should be called, 2) only senator faculty should be considered as alternate for vacancies.
NEXT CFS MEETING	Next CFS meeting will take place at 11 a.m. on November 9, 2016.	
ADJOURNMENT		Chair Csiszar motioned to adjourn the meeting. Motion approved unanimously. Meeting adjourned at 1:49 p.m.

Respectfully submitted by Ruslan Suvorov.

Approved on November 9, 2016, with 5 votes in favor of approval and 0 against.