

**Committee on Faculty Service  
Meeting Agenda**

Date: December 16, 2024

Time: 9:00 am - 10:00 am

**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
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 B. Mishra at 9:03 AM.
<b>Review of Minutes</b>	1. The December 02, 2024 minutes draft was sent to members electronically.	1. Approved
<b>Chair's Report</b>	1. Suggestion for faculty senate voting by Sen. Brian Richardson. Proposal: to fill vacancies on the Faculty Senate and MFS Committees with "At-Large" seats.	1. No action taken.
<b>Action Items</b>	1. B. Mishra suggested drafting a resolution to promote College- and Department-Level Faculty Senates.	1. B. Mishra made a motion: to draft the resolution with voting to be conducted via email. W. Palmer, seconded the motion. Approved by Acclamation
<b>SEC Report</b>	<p>1. NAWSON Senator Gary Glauberman resigned effective 11/1. During the 2024 General Elections the SEC certified the NAWSON election results indicating that the 1st Elected Alternate member is U'ilani Chow-Rule. Dr. Chow-Rule has now agreed to accept the remaining term of Sen. Glauberman (2023-25). CFS will need to make a committee assignment</p> <p>2. Search Advisory Committee members requested from Linda Voong (Executive Search Coordinator for Provost):</p> <ul style="list-style-type: none"> <li>a. CARES Director - SAC forming in Spring, must work through summer, interviews/campus visits in early Fall</li> <li>b. Dean of Natural Sciences - may need it sooner than end of January - interviews and campus visits in Fall</li> <li>c. Vice Provost for Research - convening in late Spring</li> </ul> <p>3. Follow up with SEC and Executive Search Coordinator regarding process concern.</p>	<p>1. Senate Office to send prior committee preferences to CFS Co-Chairs.</p> <p>2. Committee Co-chairs will contact L. Voong Re: MFS representation on executive search committees. How many and representation by which different constituencies and what qualifications. What is the time commitment for search committee members?</p> <p>3. No action taken.</p>

**MĀNOA FACULTY SENATE**

<b>Unfinished Business</b>	1. Xx • Xx	1. Xxx made a motion: Xxx, Seconded the motion. Approved by.
<b>Business</b>	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. Deferred until next meeting.  2. Proposal: Alter committee structure so that each college can have greater representation. No action taken: discussion to continue at next meeting.
<b>Adjournment</b>	The next meeting of the Committee on Faculty Service will be on Monday, January 13, 2024 from 12:00 to 1:00 pm.	Meeting adjourned at 10:08.

Respectfully submitted by Eric Peterson, Secretary  
Approved unanimously on January 13, 2024.