

COMMITTEE ON FACULTY SERVICE
Meeting Minutes

Meeting Date:

September 23, 2015

4:15pm-5:30pm

Location:

Hawaii Hall 208

Attendance:

[P = Present; A = Absent; E = Excused]

MEMBERS		MEMBERS		MEMBERS		GUESTS	TIME
Katalin Csiszar, Chair	P	Hannah Nguyen, Sec (4:15-5pm)	P	Jeffrey Kuhn (SEC liaison)	E		
Eric Hellebrand, Vice Chair	P	Bo Xiao	P				
Ruslan Suvorov	P	Chizuko Allen	P				
Ming-Bao Yue	P						

SUBJECT	CONTEXT	ACTION / STRATEGY / RESPONSIBLE PERSON
CALL TO ORDE		Meeting was called to order by Chair at 4:15 pm.
REVIEW OF MINUTES		Chair called for review of minutes. Minutes approved.

MINUTES	<p>1. VICE-CHAIR ELECTION</p> <p>2. REASSIGNMENTS AND NEW FACULTY APPLICANTS</p> <p>3. PRIORITIZING OF TASKS</p> <ul style="list-style-type: none"> ● Committee on Faculty Service CFS (2) ● Student Engagement, Retention and Graduation Committee SERG (1) ● Committee on Professional Matters CPM (1) ● Manoa Assessment Committee MAC (3) ● Committee on Student Affairs CSA (3) 	<p>MB. Yue volunteered earlier; E. Hellebrand volunteered during the meeting; and R. Sovorov was nominated by H. Nguyen prior to meeting. MB. Yue withdrew, R. Sovorov declined, E. Hellebrand was elected unanimously.</p> <p>2. Chair reported reassignment requests and new applicants.</p> <p>3. Chair opened discussion about possible applicants for committees. CFS made recommendations to J. Kinder to add 4 new information items to next year's faculty survey.</p> <ul style="list-style-type: none"> ● CFS: Chair suggested to discuss last. ● SERG: Chair moved to nominate R. Woodruff to be assigned to this committee. M Yue seconded; committee unanimously approved. ● CPM: Chair proposed to nominate L. Higa for CPM and move L. Krieger from CPM to AGC. B. Xiao seconded. Chair moved to vote. Five in favor, two in absentia. ● MAC: Committee discussed possible candidates. Chair moved to nominate P. Bovard & L. Pagkalinawan. R. Suvorov seconded. Committee unanimously approved. ● CSA: Committee discussed possible candidates. M Yue moved to nominate T. Bhattacharya, M. Westfal-Senda & M. Jones. Chair seconded. Unanimously approved.
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	<ul style="list-style-type: none"> • Student Conduct Appellate Board (1+1) • Graduate Council GC (3) • Committee on Academic Policy and Planning CAPP (2) • Faculty Representation on the Academic Grievance Committee (3+3) 	<ul style="list-style-type: none"> • Discussed candidates. Chair moved to nominate K. Scheiderman & J. Campos. H. Nguyen seconded. Unanimously approved. • GC: Committee discussed possible candidates. M. Yue moved to nominate D. Rockwood and J. Winter. E. Hellebrand seconded. Chair called to vote. Six in favor, one in absentia. M. Yue will contact A. Schafer, C. Beaulé, and J. Logan to ask if they would be interested to serve on the GC as LLL representatives. • CAPP: Committee discussed possible candidates. Chair moved to nominate T. Yan and S. Jun. M. Yue seconded. Chair called for vote. Six in favor, one in absentia. • AGC: Committee discussed possible candidates. H. Wang hasn't provided any info in the survey, suitability needs to be evaluated. C. Allen moved to nominate C. Pang. B. Xiao seconded. Chair called to vote. Six in favor, one in absentia. Chair is going to contact Dr. Krieger and ask her to serve on this committee.
OTHER BUSINESS	n/a	
ADJOURNMENT	The next meeting of the CFS will be TBD.	Motioned to adjourn by M. Yue, seconded by C. Allen. Motion approved. Meeting adjourned at 5:39pm.

Respectfully submitted by Hannah Nguyen, CFS
Secretary Approved unanimously on October 14, 2015