

## Committee on Faculty Service Minutes

**MEETING DATE** September 25, 2020

**MEETING TIME** 10:00 AM - 11:00 AM

**LOCATION** Zoom

### Attendance

#### Members

| Name                | Role         | Attendance |
|---------------------|--------------|------------|
| Christine Beaulé    | Member       | Present    |
| Ariana Eichelberger | Member       | Excused    |
| Marek Kirs          | Member       | Present    |
| Richard Medina      | Member       | Present    |
| Seanyelle Yagi      | Member       | Present    |
| Sarah Yuan          | Member       | Present    |
| Truc Nguyen         | SEC liaison  | Present    |
| John Kinder         | UHMFS Office | Present    |

#### Guests

| Name | Role | Time |
|------|------|------|
| None |      |      |

# MĀNOA FACULTY SENATE

| Subject                  | Discussion/Information   | Action / Strategy / Responsible Person  |
|--------------------------|--|---|
| <b>Call to Order</b>     |  | The meeting was called to order by Chair Beaulé at 10:02 AM.  |
| <b>Review of Minutes</b> | 1. Review of September 11, 2020 minutes.   | 1. Chairperson Beaulé made motion to approve; second by Yagi. 5 votes in favor; 0 against, and 0 abstentions. Minutes approved.   |
| <b>Chair's Report</b>    | 1. Items from SEC<br><br>2. CTAHR vacancies filled with Shannon Sand and Tomoaki Miura, vote conducted over email and unanimously approved on 9/21/2020, appointments approved by SEC on 9/21/2020<br>3. CTAHR Senator Sand recommended for CPM (2020-2021) and Senator Miura recommended for CSA (2020-2021), vote conducted via email and unanimously approved on 9/22/2020 - recommendations forwarded to SEC | 1. There was an error in seeking two Senators for CTAHR. Only 1 vacant seat needed to be filled. Senator Sand will serve for 1 year. The Senate office will reach out to Dr. Miura to ask if he would be willing to serve as an alternate. Beaulé moved to tentatively approve Dr. Miura as an alternate pending his acceptance. Yuan moved to second. Motion passed unanimously.<br>2. No action<br><br>3. No action |
| <b>Action Items</b>      | 1.   | 1. No action<br><br>2. No action  |
| <b>Guest(s)</b>          | 1.   | 1. No action  |
| <b>Committee Reports</b> | 1. None.   | 1. No action  |

|                            |  |   |
|----------------------------|--|---|
| <b>Unfinished Business</b> | <ol style="list-style-type: none"> <li>1. Special Election <ol style="list-style-type: none"> <li>a. Timeline <ol style="list-style-type: none"> <li>i. Candidacy - Sept 17 at 8:00 AM to September 21 at 12:00 PM</li> <li>ii. Election: - Sep 21 at 3:00 PM to Sep 24 at 11:59 PM</li> </ol> </li> <li>b. Special Election Results Review - Single Candidate (Note that UHMFS Rules of Order requires that candidates will be elected senators by counting the preferential votes using the Instant Runoff method of counting in the Single Transferable Vote (STV) system) <ol style="list-style-type: none"> <li>i. Kelly Bergstrom, Communication, Social Sciences 1-year term 2020–2021</li> <li>ii. Stephen L. Vargo, Marketing, Shidler Business 1-year term 2020–2021</li> <li>iii. Steven Businger, Atmospheric Sciences, SOEST 1-year term 2020–2021</li> <li>iv. Kathleen Ruttenberg, Oceanography, SOEST 2-year term 2020–2022</li> <li>v. Lilikalā Kame‘eleihiwa, Kamakakūokalani Center for Hawaiian Studies, Hawai‘inuiākea 2-year term 2020–2022</li> </ol> </li> <li>c. Special Election Results Review - Multiple Candidates. <ol style="list-style-type: none"> <li>i. Engineering 2-year term 2020–2022 <ul style="list-style-type: none"> <li>• Oceana Francis, alternate</li> <li>• Roger Chen, elected</li> </ul> </li> <li>ii. Natural Sciences 1-year term 2020–2021 <ul style="list-style-type: none"> <li>• Marguerite Butler, alternate</li> <li>• Erik Guentner, elected</li> </ul> </li> </ol> </li> <li>d. No candidates not received <ol style="list-style-type: none"> <li>i. (2) SOEST 2-year term 2020-2022</li> </ol> </li> </ol> </li> </ol> | <ol style="list-style-type: none"> <li>1. Special election was for 11 seats. Six colleges asked MFS to run elections for them. OpaVote was used for the election.</li> <li>2. Beaulé moved to recommend the elected senators to the SEC. Yuan seconded. 5 votes for, 0 opposed, 0 abstentions. The motion passes.</li> <li>3. No repeat special election will occur for the two SOEST seats.</li> </ol> |
| <b>Business</b>            | <ol style="list-style-type: none"> <li>1. Overview of OpaVote election system (T. Nguyen and J. Kinder)</li> <li>2. 2 CEE vacancies for non-Arts &amp; Sciences and professional school faculty: review recruitment email draft</li> <li>3. Closure for Student Conduct Appellate Board and Academic Grievance non-recommended candidates</li> </ol>   | <ol style="list-style-type: none"> <li>1. No Action</li> <li>2. CFS reviewed the draft recruitment email. The email will be set to applicable constituencies on behalf of CFS.</li> <li>3. No action</li> </ol>   |
| <b>Adjournment</b>         | The next meeting of the Committee on Faculty Service will be on October 9, 2020 at 10am.   | Beaulé made a motion to adjourn; seconded by Yagi. Meeting adjourned at 11:00 AM.   |

Respectfully submitted by Seanyelle Yagi, Secretary  
Approved unanimously on October 9, 2020.