Committee on Faculty Service
Meeting Minutes

Date: January 11, 2023
Time: 11 AM
Zoom link:

Attendance

Members

Name	Role	Attendance
Richard Medina	Member	Present
Naiyi Fincham	Member	Excused
Peter Leong	Member	Present
Seungoh Paek	Member	Present
Teresa Schiff-Elfalan	Member	Present
Marguerite Butler	Member	Present
David Flynn	SEC liaison	Present
John Kinder	UHMFS Office	Excused

Guests

Name	Role	Time
None		

Subject	Discussion/Information	Action / Strategy / Responsible Person
Call to Order		Meeting was called to order by Chair Medina at 11:03 AM.
Review of Minutes	Review of 12/15/2022 minutes	Paek moved to approve, Schiff-Elfalan seconded, and approved by acclamation.
Chair's Report	1. Medina forwarded CFS suggestion to amend MFS Rules of Order regarding tie-breaking procedures to SEC Liason on 12/15/22. 2. The Dean of Students provided additional information on the role of Faculty Senator on the Student Retention Thinktank. Medina requested a candidate from the co-chairs of CSA. They agreed to provide a candidate after their January 13th meeting. 3. For review: Survey results for committee preferences from 10 newly elected senators	1. No action 2. No action 3. Reviewed candidates' preferences and representations of constituency of each committee
SEC Report	1. Tiana Kahakauwila, CPM Chair resigned.	1. Send an email to John Kinder for asking about special election for her seat (Spring 2023).
Action Items		
Business	1. Approve recommendations for new faculty appointments to MFS committees. 2. Set up a standing meeting day/time for Spring semester.	1. Medina moved to approve recommendations (see highlighted in green), Leong seconded, and approved by acclamation. 2. Tentatively every other Wednesday (2nd & 4th Wednesday of each month) at 11 AM.
Adjournment	The next meeting of the Committee on Faculty Service will be on January XX, 2023 at xxx:xx xm	Business was complete, and the meeting adjourned at 11:56 AM.

Respectfully submitted by Seungoh Paek, Secretary
Approved unanimously on February 08, 2023.