

**Committee on Faculty Service
Meeting Agenda**

Date: May 14-22, 2024

Time: Via Email

Attendance**Members**

Name	Role	Attendance
Marguerite Butler	Co-Chair	Via Email
Naiyi Fincham	Member	Via Email
Lori Fulton	Secretary	Via Email
Richard Medina	Co-Chair	Via Email
Birendra Mishra	Member	Via Email
Wesley Palmer	Member	Excused
Michael Rappe	Member	Via Email
Liang Wang	Member	Via Email
Carolyn Stephenson	SEC liaison	
John Kinder	UHMFS Office	

Guests

Name	Role	Time
None		

Subject	Discussion/Information	Action / Strategy / Responsible Person
Call to Order		Via Email May 14-22, 2024
Review of Minutes	1. Review of April 23, 2024 minutes	1. Approved unanimously.
Chair's Report	<ol style="list-style-type: none"> GEC is oversubscribed by 1 member, whereas there are multiple vacancies on the Boards. We consulted with the GEO director, who indicated that the most urgent need is on the Diversification Board. Nominations to the University Articulation Council received from CAPP. We received a request from Prof. Sayed Batini (COR) to join the Graduate Tuition Waivers Committee. Previously CFS submitted 5 nominations to this committee. Because of the importance of including COR, co-chair Butler requested that she be replaced by Prof. Bateni on this committee. COR is interested in organizing a faculty committee of all interested faculty to discuss this issue, thus it is critical to have a member of COR on the administrative committee. Handling of any remaining business after final meeting Discussion and approval of CFS annual report. The co-chairs thank the work of the wonderful CFS committee members, the SEC liaison, and our amazing MFS administrator, John Kinder. 	1. No Action.
Action Items	<ol style="list-style-type: none"> Move Dustin Crowther, assistant professor of CALL/SLS, from the GEC (non-senator volunteer) to the Diversification board. Nominate to the University Articulation Council Kathy Ferguson (CSS), a professor of political science and undergraduate chair. We nominate as alternate Brent Sipes (CTAHR), a professor of plant pathology. Both have many years of experience in teaching and working with students and are members of CAPP. Nominate Sayed Batini (ENG, COR), professor of civil, environmental, and 	<ol style="list-style-type: none"> Approved unanimously. Approved unanimously. Approved unanimously.

MĀNOA FACULTY SENATE

	<p>construction engineering to the Graduate Tuition Waivers Committee to replace Marguerite Butler (CNS, CFS), professor of SoLS who is stepping down.</p> <p>4. The co-chairs (Richard Medina, Marguerite Butler) to act on behalf of the CFS on finalizing any other loose threads that may come in after our last meeting.</p> <p>5. Review and approval of the CFS annual report to the MFS.</p>	<p>4. Approved unanimously.</p> <p>5. Approved unanimously.</p>
Guest(s)	1. None	1. No action
Committee Reports	1. None.	1. No action
Unfinished Business	1. None	1. No action
Business	1. None.	1.
Adjournment	The next meeting of the Committee on Faculty Service will be determined by the SEC liaison.	

Respectfully submitted by Marguerite Butler, Co-chair
 Approved unanimously (7 in favor, 1 excused) by email May 24 2024.