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COMMITTEE ON FACULTY SERVICE
MEETING MINUTES

MEETING DATE: January 24, 2018 **1:00 PM - 2:00 PM**
LOCATION: Hawaii Hall 208
ATTENDANCE: [P = Present; A = Absent; E = Excused]

MEMBERS		MEMBERS		MEMBERS		GUESTS	TIME
Mark Branner	E	Marek Kirs	P			None	
Meda Chesney-Lind	P	Brad Taylor	A				
James Foster	P	Michelle Tallquist, via polycom	P				
Brian Huffman	P			John Kinder - Staff	P		
				George Wilkens - liaison	P		

SUBJECT	DISCUSSION / INFORMATION	ACTION / STRATEGY / RESPONSIBLE PERSON
CALL TO ORDER		Meeting was called to order by Chair Huffman, at 1:00 PM.
REVIEW OF MINUTES	1. The minutes of the December 6, 2017 CFS meeting had been circulated electronically.	1. Motion by J. Foster to approve the December 6, 2017 minutes; seconded by M. Chesney-Lind. Approved unanimously.
CHAIRS REPORT	1. NA	
UNFINISHED BUSINESS	1. Task #2- Resignation of Susan Nakaoka (SocWk) senate term ends August 31, 2019. 2. Task #3 - Commencement Committee nominee -	1. Chair to reach out to Jason Mitchell (SocWk). 2. Motion by J. Foster to nominate Jon Matsuda for the Commencement Committee; seconded by M. Chesney-Lind. Approved unanimously.



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	<ol style="list-style-type: none"> 3. Task #4 - WASC Steering Committee - Draft Call for Volunteers on Congress Listserv (3 out of 4 appointed) 1 vacancy open. 4. Task #5 -MCPD Committee - Draft Call for Volunteers on Congress Listserv (5 out of 12 confirmed) 7 vacancies open. (SEC suggests to HOLD) 5. Task #6 -Veterans Task Force - 1 vacancies - 6. Task #7 -AGC - Alternate member (1) vacancy 7. Task #10 - Special Election for Social Sciences (J. Kinder) 8. Task #11 -Next elected alternate candidate NatSci - Ruth Haas 9. Task #13 -Study Abroad Council - review candidate 	<ol style="list-style-type: none"> 3. Approved announcement. 4. CFS to table Task #5 due to the SEC suggesting to hold new nominees until Administration action. 5. Motion by M. Tallquist to nominate Stacey Roberts, for the Veteran Task Force; seconded by J. Foster. Approved unanimously. 6. J. Kinder to contact Director for head count. 7. CFS approved special election. 8. G. Wilkens to contact Ruth Haas whether she is willing to serve for six months. 9. Motion by J. Foster to nominate Dr Jing Guo to Council on Study Abroad; seconded by M, Chesney-Lind. Approved unanimously.
BUSINESS	<ol style="list-style-type: none"> 1. Task #15 Resignation of Senator Amelia Jenkins (COE) senate term ends August 31, 2018. 2. Discussion on Rules of Order 	<ol style="list-style-type: none"> 1. Motion by M. Chesney-Lind to nominate Dr. D. Brent Edwards to replace senator A. Jenkins; seconded by J. Foster. Approved unanimously 2. No action.



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ADJOURNMENT	1. The next meeting of the Committee on Faculty Service will be on February 14, 2018.	Motion to adjourn by James; seconded by Meda. Passed unanimously. Meeting adjourned at 1:58 PM.
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Respectfully submitted by Marek Kirs, Secretary.

Approved on February 14, 2018 with all votes in favor of approval and 0 against.