

## Committee on Faculty Service Meeting Agenda

**MEETING DATE** August 27, 2021  
**MEETING TIME** 11:30 AM - 12:30 PM  
**LOCATION** Zoom Meeting

### Attendance

#### Members

Name	Role	Attendance
Roger Chen	Member	Present
Ariana Eichelberger	Member	Present
Seungoh Paek	Member	Present
Richard Medina	Member	Present
Teresa Schiff	Member	Present
Andre Haag	Member	Present
Johann Urschitz	Member	Excused
Kim Binsted	SEC liaison	Present
John Kinder	UHMFS Office	Excused

#### Guests

Name	Role	Time
None		

# MĀNOA FACULTY SENATE

Subject	Discussion/Information	Action / Strategy / Responsible Person
<b>Call to Order</b>		Kickoff meeting was called to order by SEC liaison Binsted at 11:32 AM.
<b>Review of Minutes</b>	1. Review of 5/21/2021 Minutes.	1. Postponed approving, waiting to hear from John Kinder if approval needed.
<b>Chair's Report</b>	1. Items from SEC	1. Nothing to report from Kim Binsted
<b>Action Items</b>	Committee Duties Current Committee Issues Fall 2021 Committee Meeting Schedule	1. Committee Duties, MFS meeting schedule, committee issues policy, shared drive reviewed
<b>Guest(s)</b>	1. None	1. No action
<b>Committee Reports</b>	1. None.	1. No action
<b>Unfinished Business</b>	1. None.	1. No action
<b>Business</b>	1. Committee Officer Elections 2. Meeting Schedule	1. Chair - Eichelberger nominated Medina to be chair, Medina accepted. Vice chair - Chen accepts. Secretary - Eichelberger accepts  2. Committee will meet every 2 weeks. Next meeting scheduled for September 10th, 1:00pm
<b>Adjournment</b>	The next meeting of the Committee on Faculty Service will be on Friday, September 17, 2021 at 1pm.	Eichelberger made a motion to adjourn; seconded by Paek. Meeting adjourned at 12:10 PM.

Respectfully submitted by Ari Eichelberger, Secretary  
Approved unanimously on Friday September 17, 2021