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COMMITTEE ON FACULTY SERVICE
MEETING MINUTES

MEETING DATE: December 6, 2017 **1:00 PM - 2:00 PM**
LOCATION: Hawaii Hall 208
ATTENDANCE: [P = Present; A = Absent; E = Excused]

MEMBERS		MEMBERS		MEMBERS		GUESTS	TIME
Mark Branner	P	Marek Kirs	P			None	
Meda Chesney-Lind	E	Brad Taylor	P				
James Foster	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 November 8, 2017 CFS meeting had been circulated electronically.	1. Motion by Foster to approve the November 8, 2017 minutes; seconded by Branner. Approved unanimously.
CHAIRS REPORT	1. Reporting dual faculty member constituency change from SOEST to ARCH (J. Kinder)	1. No action required.
UNFINISHED BUSINESS	1. None	
BUSINESS	1. Task #1- Assign new JABSOM senator, Michelle Tallquist to a standing committee 2. Task #2- Resignation of Susan Nakaoka (SocWk) 3. Task #3 - Commencement Committee nominee - Draft Call for Volunteers on Congress Listserv	1. CFS recommends Michelle Tallquist be assigned as a member to CFS. Approved unanimously. 2. Deferred to future meeting 3. Brad Taylor will draft a call for volunteers



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4. Task #4 - WASC Steering Committee - Draft Call for Volunteers on Congress Listserv (3 out of 4 appointed) 1 vacancy open.	4. James Foster will draft a call.
5. Task #5 -MCPD Committee - Draft Call for Volunteers on Congress Listserv (5 out of 12 confirmed) 7 vacancies open. (SEC suggests to HOLD)	5. Mark Branner will draft a call.
6. Task #6 -Veterans Task Force - 1 vacancies - Call for Volunteers on Congress Listserv (1 to 2 faculty members)	6. Brian Huffman will draft a call.
7. Task #7 -AGC - Alternate member (1) vacancy	7. John Kinder will make a call for AGC member
8. Task #8 -SCAB - Alternate members (2) vacancies	8. Motion by Mark Branner to recommend Andrew Nguyen for two year SCAB term, and Karen Selph for one year SCAB term., seconded by Brad Taylor. Approved unanimously.
9. Task #9 -UROC / UROFAB- Review candidates	9. Marek Kirs will contact Willy Kauai regarding the UROFAB appointment. Motion by James Foster to approve Willy Kauai as a member of UROFAB, subject to Willy's willingness to serve, seconded by Mark Branner. Approved unanimously.
10. Task #10 - Special Election for Social Sciences (J. Kinder)	10. Deferred to future meeting
11. Task #11 -Special Election for Natural Sciences (J. Kinder)	11. Deferred to future meeting
12. Task #12 -Special Election for Arts & Humanities (J. Kinder)	12. Deferred to future meeting
13. Task #13 -Study Abroad Council - review candidate	13. Deferred to future meeting



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	<p>14. Task #14 -Foundations Board - resignation of Rufus Willett, FS/FQ faculty specialist. Nominee - Sarah Post.</p> <p>15. Approve CFS Spring meeting schedule</p>	<p>14. Motion by Mark Branner to approve Sarah Post to fill the remaining term of Rufus Willett, seconded by James Foster. Approved unanimously.</p> <p>15. CFS meetings will be second and fourth Wednesdays of each month.</p>
ADJOURNMENT	<p>1. The next meeting of the Committee on Faculty Service will be on January 24, 2018.</p>	<p>Motion to adjourn by James Foster seconded by Brad Taylor. Passed unanimously. Meeting adjourned at 1:58 PM.</p>

Respectfully submitted by Marek Kirs, Secretary.

Approved on January 24, 2018 with 7 votes in favor of approval and 0 against.