

**Committee on Faculty Service
Meeting Agenda**

Date: November 28, 2023

Time: 12:00 PM

Zoom link: <https://hawaii.zoom.us/j/97457339573>

Attendance

Members

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

Guests

Name	Role	Time
None		

Subject	Discussion/Information	Action / Strategy / Responsible Person
Call to Order		Meeting was called to order by Medina at 12:00 PM.
Review of Minutes	1. Review of NOV 14 minutes	1. Butler moved to approve the minutes. Fulton seconded. Minutes approved by unanimous consent
Chair's Report	<p>1. Items from SEC Provost Bruno expressed concerns related to the Graduate Tuition Waiver Committee. Information on selection process for UH President will be coming. Described the PIG process, PIG report sent out to Senate and Congress members asking whether they would like to provide input into the process. Q: Is there an open question for this committee about this referral? No, just making committee aware. Discussion about items among committee members.</p> <p>UPDATES:</p> <ol style="list-style-type: none"> 1. Academic Grievance Committee <ol style="list-style-type: none"> a. Current: 5 vacancies 2. Student Conduct Appellate Board <ol style="list-style-type: none"> a. Current: 3 vacancies b. 5 candidates, see action items 3. GenEd <ol style="list-style-type: none"> a. Current: 3 vacancies b. W-Board (1) <ol style="list-style-type: none"> i. R. Lipske preferred to not accept appointment to the W-Board (Nov. 16) c. O-Board (2) <ol style="list-style-type: none"> i. Candidate A. Tsuchida 4. Graduate Tuition Waiver Committee <ol style="list-style-type: none"> a. Current: 5 names needed 	<p>1. Butler will draft a letter related to the issue of the UH President and will send it to the committee.</p> <p>1. Medina will reach out to M. Tallquist on interest in serving on Graduate Tuition Waiver Committee</p>

	<ul style="list-style-type: none"> b. Received interest from 1 candidate (materials) <ul style="list-style-type: none"> i. M. Stark (CALL) ii. reach out to people with high research funding; NSF fellows, etc. iii. Monetization of the assistance graduate students receive iv. M. Tallquist expressed interest verbally, Medina will reach out to follow up 	
Action Items	<ol style="list-style-type: none"> 1. Recommend MFS committee assignments for special election appointees. <ul style="list-style-type: none"> a. M. Rappe (SOEST) - CFS b. F. Titz (CALL) - CSA c. J. Foukona (CALL) - COA d. S. Doi (Outreach) -CPM 2. Recommend three candidates (letters of interest) for Student Conduct Appellate Board for 2-year appointments. <ul style="list-style-type: none"> a. REGULAR: R. Woodruff b. ALTERNATE: J. Moffett c. ALTERNATE: P. Pokhrel d. ALTERNATE: S. Lau e. ALTERNATE: D. Ching 3. Recommend S. Marshall for Academic Grievance Committee 4. Recommend A. Tsuchida for O-Board 5. Recommend 2 candidates for GTWC(s): <ul style="list-style-type: none"> a. M. Butler b. M. Stark 	<ol style="list-style-type: none"> 1. Butler made a motion to appoint the slate of assignments for special election appointees. Fincham seconded. Motion approved by unanimous consent. 2. Medina made a motion to recommend one regular and two alternates to the SCAB. Medina will contact S.Lau and D.Ching to enquire if they are interested in serving on the AGC. Palmer seconded. Motion approved by unanimous consent. 3. Medina made a motion to recommend Sarah Marshall to the AGC. Seconded by Palmer. Motion approved by unanimous consent. 4. Medina made a motion to recommend A. Tsuchida to the O-Board. Seconded by Palmer. Motion approved by unanimous consent. 5. Medina made a motion to recommend M. Butler and M. Stark to the GTWC. Seconded by Palmer. Motion approved by unanimous consent. We will

MĀNOA FACULTY SENATE

		continue to recruit additional candidates.
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 on date/time	Meeting adjourned at 1:08 with the conclusion of business.

Respectfully submitted by Lori Fulton, Secretary
Approved unanimously on December 12, 2023.