

## Committee on Faculty Service Minutes

**MEETING DATE** August 28, 2020

**MEETING TIME** 11:00 AM - 12:00 PM

**LOCATION** Zoom

### Attendance

#### Members

Name	Role	Attendance
Christine Beaulé	Member	Present
Ariana Eichelberger	Member	Present
Brian Huffman	Member	Present
Marek Kirs	Member	Present
Richard Medina	Member	Present
Seanyelle Yagi	Member	Present
Sarah Yuan	Member	Present
Truc Nguyen	SEC liaison	Present
John Kinder	UHMFS Admin Officer	Present

#### Guests

Name	Role	Time
None		

# MĀNOA FACULTY SENATE

<b>Subject</b>	<b>Discussion/Information</b>	<b>Action / Strategy / Responsible Person</b>
<b>Call to Order</b>		The meeting was called to order by SEC Liaison T. Nguyen at 11:01 AM.
<b>Review of Minutes</b>	<ol style="list-style-type: none"> <li>Review of May 05, 2020 minutes.</li> <li>Review of Summer 2020 minutes - nominations and actions.</li> </ol>	<ol style="list-style-type: none"> <li>Yuan moved to approve; seconded by Beaulé. 6 votes in favor; 0 against, and 0 abstentions. Minutes approved.</li> <li>Yuan moved to approve; seconded by Beaulé. 6 votes in favor; 0 against, and 0 abstentions. Minutes approved.</li> </ol>
<b>Chair's Report</b>	<ol style="list-style-type: none"> <li>Items from SEC - T. Nguyen               <ol style="list-style-type: none"> <li>Charge of the CFS</li> <li>Summer 2020 CFS actions</li> </ol> </li> </ol>	<ol style="list-style-type: none"> <li>No action</li> </ol>
<b>Action Items</b>	<ol style="list-style-type: none"> <li></li> </ol>	<ol style="list-style-type: none"> <li></li> <li></li> </ol>
<b>Guest(s)</b>	<ol style="list-style-type: none"> <li></li> </ol>	<ol style="list-style-type: none"> <li>No action</li> </ol>
<b>Committee Reports</b>	<ol style="list-style-type: none"> <li>None.</li> </ol>	<ol style="list-style-type: none"> <li>No action</li> </ol>
<b>Unfinished Business</b>	<ol style="list-style-type: none"> <li>None.</li> </ol>	<ol style="list-style-type: none"> <li></li> </ol>

<p><b>Business</b></p>	<ol style="list-style-type: none"> <li>1. 2020-21 CFS Kickoff presentation - T. Nguyen               <ol style="list-style-type: none"> <li>a. Charge of the CFS                   <ol style="list-style-type: none"> <li>i. CFS Role in Reviewing Assignments                       <ol style="list-style-type: none"> <li>1. UHMFS Senator</li> <li>2. UHMFS Committee</li> <li>3. Non-UHMFS Committee</li> </ol> </li> <li>ii. CFS Role in Elections                       <ol style="list-style-type: none"> <li>1. Bylaws</li> <li>2. Rules of Order</li> </ol> </li> </ol> </li> <li>b. Role of Officers: Chair, Vice Chair (if any), Secretary</li> <li>c. Role of SEC Liaison</li> <li>d. Review how we report 2020-21 Considerations and recommendations for vacancies                   <ol style="list-style-type: none"> <li>i. Example                       <ol style="list-style-type: none"> <li>1. Name (College/School) as a type (if any) member for a X-year term (20XX-XX) to the Name of Board.</li> </ol> </li> </ol> </li> </ol> </li> <li>2. Report from past Chair Beale, 2019–20 CFS report and summer election activities.               <ol style="list-style-type: none"> <li>a. May 18 Foundations Board</li> <li>b. June 1 Communications and Writing Intensive Board,</li> <li>c. June 22 UH Ethics Committee</li> <li>d. July 20 Ethics Board and Writing Intensive Board</li> <li>e. August 18 Oral Communications Board</li> </ol> </li> <li>3. Officer Elections               <ol style="list-style-type: none"> <li>a. Chair</li> <li>b. Vice Chair (optional)</li> <li>c. Secretary</li> </ol> </li> <li>4. Review of 2020-21 Vacancies               <ol style="list-style-type: none"> <li>a. UHMFS Senator                   <ol style="list-style-type: none"> <li>i. To fill 2019–2021 term                       <ol style="list-style-type: none"> <li>1. Shidler Business College</li> <li>2. Social Sciences</li> <li>3. SOEST</li> <li>4. Natural Sciences</li> <li>5. CTAHR</li> </ol> </li> <li>ii. Vacant 2020–2022 seats                       <ol style="list-style-type: none"> <li>1. SOEST</li> </ol> </li> </ol> </li> <li>b. UHMFS Committee                   <ol style="list-style-type: none"> <li>i. To serve 2020–21                       <ol style="list-style-type: none"> <li>1. Committee of Student Affairs</li> </ol> </li> </ol> </li> </ol> </li> </ol>	<ol style="list-style-type: none"> <li>1. No action</li> <li>2. No action</li> <li>3. Yuan moved to nominate Beale for CFS chairperson; seconded by Kirs. Beale elected by acclamation.  No vice chair elected  Eichelberger moved to nominate Yagi for CFS secretary; seconded by Yuan. Yagi elected by acclamation.</li> <li>4. No action.</li> </ol>
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## MĀNOA FACULTY SENATE

	<ul style="list-style-type: none"><li>2. Committee on Faculty Service<ul style="list-style-type: none"><li>c. Non-UHMFS Committee<ul style="list-style-type: none"><li>i. Academic Grievance Committee</li><li>ii. Student Conduct Appellate Board</li></ul></li></ul></li><li>5. Set Fall 2020 meeting schedule</li><li>6. Sept 16 UHMFS items from CFS</li></ul>	<ul style="list-style-type: none"><li>5. Liaison Nguyen to send a scheduling poll.</li><li>6. No action</li></ul>
<b>Adjournment</b>	The next meeting of the CFS is pending.	<ul style="list-style-type: none"><li>1. Meeting adjourned at 12:04pm. Beaule moved to adjourn; seconded by Eichelberger.</li></ul>

Respectfully submitted by Seanyelle Yagi, Acting Secretary  
Approved unanimously on September 11, 2020.