

Committee on Faculty Service Minutes

MEETING DATE November 20, 2020

MEETING TIME 10:00 AM - 11:00 AM

LOCATION Zoom

Attendance

Members

Name	Role	Attendance
Christine Beaulé	Member	Present
Roger Chen	Member	Present
Ariana Eichelberger	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 Office	Present

Guests

Name	Role	Time
None		

MĀNOA FACULTY SENATE

Subject	Discussion/Information	Action / Strategy / Responsible Person
Call to Order		The meeting was called to order by Chairperson Beale at 10:01 AM.
Review of Minutes	1. Review of November 2, 2020 minutes.	1. Chairperson Beale made motion to approve; second by Yuan. Minutes are unanimously approved.
Chair's Report	1. Items from SEC 2. Welcome to new member, Roger Chen (Engineering)	1. No action 2. No action
Action Items	1. None. 2. None.	1. No action 2. No action
Guest(s)	1. None	1. No action
Committee Reports	1. None.	1. No action

Unfinished Business	<ul style="list-style-type: none"> Graduate Council staffing procedures discussion: One proposal (trial basis for spring 2021): <ul style="list-style-type: none"> Each spring semester: Grad Division Dean contacts faculty that fit the criteria for expected vacancies (e.g. for the Grad Council members rotating off that academic year) to ensure their willingness to serve on Grad Council. She forwards the names of those willing to serve, and who she's already ensured fit the criteria, to CFS CFS discusses nominations and notifies her of their approval She makes the appointments Note: In the case of a resignation or unexpected vacancy, she identifies a willing and qualified replacement, and forwards that name to CFS. Review 2015 SEC Motion on Restructuring on CoRGE and Grad Council in preparation for discussion 	<ul style="list-style-type: none"> The following process was proposed: Following the review of the Graduate Council website and the 2015 MFS resolution, the proposal was put forward: <ul style="list-style-type: none"> Following certification of MFS senate elections each spring, CFS will include Graduate Council in the general call for committee preferences to Manoa Faculty Senators. CFS will review those who are interested and check to see that they have graduate level 3 standing and if they are or have been graduate chair. To do this, CFS should communicate with the Dean of Grad Division. CFS will recommend 1 or 2 senators to the SEC, depending on open seats. SEC will confirm and appoint to the Grad Council. SEC will inform Grad Dean of the two appointees. Appointees will liaise with SEC and CAPP as needed. Graduate Division will be asked to update their website with a list of current members and to revise the current language to better reflect the 2015 agreement. This matter is tabled for further discussion
Business	1. Spring 2020 meeting schedule	1. Vice-chair Medina will send out a Doodle Poll to help with scheduling meetings for the Spring.
Adjournment	The next meeting of the Committee on Faculty Service will be on December 4, 2020.	Vice-chair Medina made a motion to adjourn; seconded by Yuan. Meeting adjourned at 11:07 AM.

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