# COMMITTEE ON FACULTY SERVICE

**Meeting Minutes**

| **Meeting Date:** | 21-Jan-16 | **9am-10am** |
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| **Location:** | HH 208 |  |

**Attendance:** [P = Present; A = Absent; E = Excused]

| **MEMBERS** | | **MEMBERS** | | **MEMBERS** | | **GUESTS** | **TIME** |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Katalin Csiszar, Chair | P | Hannah Nguyen, Sec | P | Jeffrey Kuhn (SEC liaison) | A | John Kinder | 9am-10am |
| Eric Hellebrand, Vice Chair | E | Bo Xiao | A |  |  |  |  |
| Ruslan Suvorov | P | Chizuko Allen | P |  |  |  |  |
| Ming-Bao Yue | P | Kavet Abhari | P |  |  |  |  |

| **SUBJECT** | **CONTEXT** | **ACTION/STRATEGY/ RESPONSIBLE PERSON** |  |
| --- | --- | --- | --- |
| **CALL TO ORDER** |  | Meeting was called to order by Chair Csiszar at 9am. | |
| **REVIEW OF MINUTES** |  | moved to approve; C Allen seconded. Minutes was unanimously approved. | |
| **MINUTES** | 1. CHAIRS REPORT   * Continued discussion: Nominations for Graduate Council   •nSEC - response to draft GC resolution – John Kinder  2. COMMITTEE NOMINATION   * MAC - 1 senator, 3 non- senators: 2 A&S (3 year terms). o 1 volunteer, Haidan Wang of A&S   •nCOR -n1 senator (in the process of  •nCPM -n1 non-senator  •nCAPP -1 senator resigns from spring semester- no need to replace at this time | Chair Csiszar reported about status of communication.  J Kinder reported SEC has taken notes and will work with GC. Chair Csiszar will follow up with GC and SEC and email the committee.  Chair Csiszar reported the progress. MB Yue had compiled a list of possible candidates. J Kinder suggested 2 more possible candidates. Committee discussed and approved these candidates: Mandy Westfall-Senda, Jessica Nishikawa, Scott Robinson. Two more alternates to be contacted afterwards: Hui- Ya Chuang and Melissa Jones. Chair Csiszar will contact nominees to reconfirm their willingness to serve on MAC.  J Kinder updated: no vacancy  Committee discussed and approved the nomination of Shiv Sharma (senator).  No action needed | |

|  | •nCFS -n1 vacancy, non-senator  3. ADDITONAL AGENDA ITEMS  •nUpdate on new election platform   * Next meeting: February 18, 9:00-10:30am, Hawaii Hall 208 | Committee discussed and approved the nomination of Suzhen Chen.  K Abhari & J Kinder reported the progress of finding third-party tech company and what are the upcoming steps and how CFS gets involved further. |
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| **OTHER BUSINESS** | N/a |  |
| **ADJOURNMEN T** |  | Motioned to adjourn by Chair Csiszar, seconded by H Nguyen. Motion approved. Meeting adjourned at 10am. |

Respectfully submitted by Hannah Nguyen, CFS Secretary Approved unanimously on February 18, 2016