**COMMITTEE ON FACULTY SERVICE**

**Meeting Minutes**

**Meeting Date:** NOVEMBER 9, 2016

**Location:** HAWAII HALL 208

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

| **MEMBERS** | | **MEMBERS** | | **MEMBERS** | | **GUESTS** | **TIME** |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Csiszar, Katalin | P | Fuleky, Peter | P | Cooney, Robert | E | John Kinder |  |
| Huffman, Brian | P | Suvorov, Ruslan | P |  |  |  |  |
| Yue, Ming-Bao | E | Hellebrand, Eric | P |  |  |  |  |
| Casken, John (SEC Liaison) | P | Xiao, Bo | P |  |  |  |  |
|  |  |  |  |  |  |  |  |

| **SUBJECT** | **DISCUSSION / INFORMATION** | **ACTION / STRATEGY / RESPONSIBLE PERSON** |
| --- | --- | --- |
| **CALL TO ORDER** |  | Chair Csiszar called meeting to order at 11:00 Am |
| **MINUTES** |  | Minutes from November 1, 2016 were approved unanimously. |
| **CFS ACTIONS** | Chair Csiszar proposed for the CFS’s consideration Jon Goldberg-Hiller (Department of Political Sciences) as an alternate for GEC.  Chair Csiszar called for a vote to approve J Goldberg-Hiller for GEC | CFS voted and unanimously approved J Goldberg-Hiller for GEC |
|  | The Office of Judicial Affairs submitted a request to CFS for 2 nominations and new timeline for the appointment of 4 regular and 6 alternate member for the Grievance and Student Conduct Boards.  CFS received an urgent request from SEC for 2 senators to be nominated for CAB. Chair Csiszar suggested that the SEC reassign Kawabata and/or Park. Ruth Hsu was reassigned by SEC from CAPP to CAB.  Chair Csiszar reported that JABSOM needs a replacement senator per JABSOM Senate Chair Dr. Takanishi’s request. There are no volunteers from JABSON yet.  CFS discussed adding a short statement to the Call for Volunteers to specify why we need a statement of purpose from the volunteers explaining why CFS needs their statement of purpose. | CFS will consider two volunteers for the Grievance and Student Conduct Boards from the most recent pool of volunteers |
| **REPORT ABOUT DISPUTED SEC NOMINATION** | CFS discussed the draft of a report to the Senate and SEC about the disputed selection process for an alternate on the SEC. | CFS will plan to finalize the report and present it at the next MFS meeting on November 16, 2016. |
| **NEXT CFS MEETING** | Next CFS meeting will take place at 11 a.m. on November 16, 2016. |  |
| **ADJOURNMENT** |  | * Chair Csiszar motioned to adjourn the meeting. Motion approved unanimously. Meeting adjourned at 12:03 p.m. |

Respectfully submitted by Ruslan Suvorov.

Approved on December 14, 2016 with 4 votes in favor of approval and 0 against.