

**Committee on Administration and Budget
Meeting Minutes**

Meeting Date: October 7, 2022
Meeting Time: 10:30 AM - 11:30 AM
Location: <https://hawaii.zoom.us>

Attendance

Members

Name	Role	Attendance
Dan Blackaby	Member	Present
Kaliko Baker	Member	Present
Healani Chang	Member	Present
Roy Gal	Vice-Chair	Present
Erik Guentner	Chair	Present
Eugene Magnier	Member	Present
Oceana Francis	Member	Present
Brent Sipes	Secretary	Present
Mark Thorne	Member	Excused
Colin Moore	SEC Liaison	Present

Guests

Name	Role	Time
None		

Subject	Discussion/Information	Action / Strategy / Responsible Person
Call to Order		Chair Guenter called the meeting to order at 10:31 am.
Review of Minutes	<ol style="list-style-type: none"> 1. Review of Minutes from May 4, 2022 2. Review of Minutes from Aug. 31, 2022 	<ol style="list-style-type: none"> 1. Approved by acclamation. 2. The meeting dates were changed to Fridays rather than Wednesday. Approved as noted by acclamation.
SEC Liaison Report	<ol style="list-style-type: none"> 1. Concerns from College of Education regarding facilities 2. UHM Staff Senate referral regarding administrators with hybrid positions 	<ol style="list-style-type: none"> 1. CoEd concerns about potential movement of school, lack of consultation. MKThink was not responsive to the concerns. A new open-concept office in a new Synder was of concern. 2. Concern about not having a seat on the search committees for hybrid positions. Will be placed on next agenda for consideration of a supporting resolution.
Ongoing Business	<ol style="list-style-type: none"> 1. GEC/GEO governing documents 	<ol style="list-style-type: none"> 1. We are waiting for GEC to respond. Chair Guenter will inform GEC that the minutes with comments are available.
New Business	<ol style="list-style-type: none"> 1. MFS Bylaw revision 2. GenEd Redesign 	<ol style="list-style-type: none"> 1. Seems to be straightforward. Will need to make a redline version with revisions and then introduce. Eugene and Brent will serve on a subcommittee. 2. CAB was asked to look at

	<p>3. Budget</p> <p>4. Interim EM search for AVPSAS</p>	<p>several specific issues budget related. Kaliko and Roy will serve on a subcommittee. Chair Guenter will speak with CAPP about what is desired.</p> <p>3. A plan/approach on the budget was discussed. The process used to approve/select positions was not clear even from the Provost email. Seems to be lots of micromanagement of positions. The Manoa Budget Team members seems to lack faculty - a lack of consultation. Need to continue discussion and relay our concerns to SEC. Chair Guenter will ask department chairs to solicit other examples of hirings.</p> <p>4. Interim AVPSAS has been serving for a relative long time without clear timeline for a search. Ideas were discussed about approaches to take - tackle as a global issue. Contact OHR or OIR for a list of interim positions. Collin will find the appropriate contact. We will re-emphasize Spring 2022 interim resolution.</p>
New Business	1. Postdoctoral Policy	<p>1. A policy was referred to COR and CAB would also like to offer input. Oceana and Eugene might served as a subcommittee.</p>

Adjournment	The next meeting of the Committee on Administration and Budget will be held on October 28, 2022.	Chair Guenter adjourned the meeting at 11:38 am.
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Respectfully submitted by Brent Sipes, Secretary
Approved unanimously on 28 October 2022.