

## Committee on Administration & Budget

### Meeting Minutes

**Meeting Date** January 26, 2022  
**Meeting time** 3:00 PM - 4:30 PM  
**Location** Zoom

### Attendance

#### Members

Name	Role	Attendance
Healani Chang	Member	Present
Roy Gal	Member	Present
Erik Guentner	Chair	Present
Lilikala Kame'eleihiwa	Member	Present
Robert Paull	Vice-Chair	Present
Ann Sakaguchi	Member	Present
Carolyn Stephenson	Member	Present
Alex Stokes	Member	Present
Mark Thorne	Member	Present
Andrew Wertheimer	Secretary	Present
Christine Sorensen Irvine	SEC Liaison	Present

#### Guests

<b>Name</b>	<b>Role</b>	<b>Time</b>
None		

<b>Subject</b>	<b>Discussion/Information</b>	<b>Action / Strategy / Responsible Person</b>
<b>Call to Order</b>		Call to Order at 3:04 p.m..
<b>Review of Minutes</b>	1. Review of 2021/ 12 / 07 Minutes	<b>Approved by acclamation.</b>

<p><b>SEC Liaison Report</b></p>	<p>There were three referrals to CAB from the SEC in January 2022. They are listed under New Business below.</p> <p>Clarified with President Lassner that the new telework policy does not apply to 9-month faculty.</p> <p>Searches underway/planned for EMs: UHM is in the final stages of hiring for the Cancer Center Director and the Dean of the Nursing School. He is forming a search advisory committee for the Dean of SOEST. He met with the units who will report to the Assistant Provost for Global Engagement. UH Press director is leaving; Provost met with staff and editorial board. University Librarian C. Guthro was appointed as interim director. A search advisory committee will be formed in the early spring semester. Vice Provost V. Kameoka is retiring, but there was not much time to find someone to serve as interim. Interim appointed. CARES is the most difficult part of the reorganization because elements of the work of CARES cuts across campus. He believes that the position may need to be elevated but it is to-be-determined. Director of Advising probably to fill next Fall. Provost plans to honor the commitment to replace positions when a faculty member is not renewed or tenured.</p> <p>Discussed international student issues for online and hybrid</p>	<p>There was discussion about the safety of teaching in person during COVID-19.</p>
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	<p>programs.</p> <p>Received updates on COVID situation, WASC review, College of Engineering situation, athletics situation, and return of pre-tax parking.</p> <p>The SCR 201 report will be submitted this week and will be publicly posted.</p>	
ONGOING BUSINESS	<ol style="list-style-type: none"> <li>1. E/M recruitment resolution</li> <li>2. CEE governing documents</li> <li>3. JABSOM reorganization</li> <li>4. GenEd redesign</li> <li>5. GEO/GEC governing documents</li> </ol>	<p><b>1. Voted by consent to approve</b> the nature of the “Resolution Calling for the Creation of A Policy Pertaining to the Appointment of Interim Executive Managerial Positions.” It will be given some final editing and will be given a final vote at the next meeting before sending it to the larger Faculty Senate.</p> <p><b>2. Regarding the CEE governing documents</b>, a CAB subcommittee wants to make the following changes: 1) Document should say where agendas and minutes will be posted and made explicit. 2) it should identify regular senators (to keep it in conformity with bylaws), 3) Document should contain a whereas clause</p>

		<p>identifying the history of the committee's creation and name change. 4) small grammatical change "one faculty member" on the list of members. CAB reviewed it and approved the report for the SEC and CEE. Erik will send them an email. We will also ask them to date documents so it is easy to comment on drafts.</p> <p>3. CAB reviewed the <b>JABSOM reorganization</b>. CAB was frustrated by the lack of dates on documents and lack of a cover letter explaining how JABSOM responded to Faculty Senate concerns despite a distance of three months. There seems to have been some communication issues since they did not send documents officially to MFS via the Provost. CAB requested a document asking for specific replies to how they responded to MFS concerns. We hope that units will give sufficient time for review, especially if documents</p>
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		<p>are not clear and accompanied by a cover letter with specific comments on how they are responding to our concerns. Erik will send JABSOM an email with a cc to Bruno asking them to identify each concern raised by CAB,</p>
<b>New Business</b>	<ol style="list-style-type: none"> <li>1. CALL Reorg Proposal</li> <li>2. CFS Request</li> <li>3. Name Change for Nursing</li> </ol>	<p>1) CALL Reorg: CAB would like more documentation of the consulting process. This is important, and the suggested deadline of “assuming something will be seen as approved” would not be acceptable. We need a letter with evidence of the process and also will need sufficient time to review without a deadline ultimatum. That is not the spirit of faculty governance. We agreed to the 45 days after the day of receipt from Provost Bruno for applications not needing continued</p>

		<p>discussion. We would accept a letter indicating a formal vote of departments. We believe that this also will need to be approved by the unions, which also will ask to hear faculty voices. We also request that Provost Bruno be sure to send the <a href="#">checklist</a> to units planning reorganizations.</p> <p>2) We began discussing the name change and the Bylaws change. There was some discussion on using Robert's Rules of Order as the main way of solving tie votes, however, it was decided to take this up at our next meeting as it was already past the scheduled meeting time.</p>
<b>Guest(s)</b>		None.
<b>Committee Reports</b>		None.

<b>Other</b>		None.
<b>Adjournment</b>	The next meeting of the Committee on Administration & Budget Wednesday, 2/2/2022 at 3:00 p.m.	Meeting adjourned at 4:31 p.m.

*Respectfully submitted by Andrew Wertheimer Secretary*  
*Approved unanimously on 2 Feb. 2022.*