

MANOA FACULTY SENATE**Committee on Administration and Budget (CAB)****Meeting Minutes****Meeting Date:** 07 February 2013**Location:** HH-208**Attendance:** [P = Present; A = Absent; E = Excused]

Members		Members		Members		Guests	Time
David Chin	P	Beau Nakamoto	P	Paul Wessel (sabbatical)	E		
Robert Cowie	P	Torben Nielsen	E	Herbert Ziegler	P		
Sandra Davis	P	Robert Paull	P	John Casken (SEC Liaison)	P		
Judith Inazu	P	James Potemra	P				
Joyce Najita	P	Doug Vincent	P				

Subject	Discussion/ Information	Action/Strategy/Responsible Person/s
CALL TO ORDER	Doug Vincent started the meeting at 2:36 PM	
STATUS OF REV. FACULTY HOUSING POL.	There was a brief discussion about the status of the revised faculty housing policy.	Doug Vincent will inquire with Kathy Cutshaw.
MINUTES	Motion to approve the minutes from 01/10/2013 meeting was made and passed.	
UHM BUDGET UPDATE	VCAFO Kathy Cutshaw was scheduled to attend the meeting to provide an update on the UHM budget process but had to cancel due to scheduling conflict.	

SEARCH FOR VCR AND VPR	Two search committees have been established for the hiring of a new VCR and VPR. There has been some concern about the relative lack of researchers on these committees. Doug received email from Bonnyjean that this particular issue was already being handled.	
PASSING OF ASSISTANT TO THE VCAA	Doug informed CAB of the recent passing of Avis Morigawara, Assistant to the VCAA. Doug and others had the opportunity to work with Morigawara in the past, and she was commonly held in high regard. CAB felt it appropriate to acknowledge all of Avis' contributions and help with faculty-related issues in the past.	Doug will draft a statement to be sent to the SEC via John in which the CAB acknowledges Avis Morigawara and her contributions so that she and her efforts, and the CAB's recognition of these, become part of the permanent record.
ADMINISTRATOR SALARIES	There was a lengthy discussion on administrator salaries and contract terms (e.g., housing allowances, buy-out clauses, etc.) that are at least perceived to be excessive. It was not clear, however, what CAB could do given the lack of data. For example, how would one define excessive (perhaps compare to faculty salaries), and how can one determine the effectiveness of an administrator in their position (given job evaluations are not disclosed).	CAB will consider whether a resolution, which would require hard data, ought to be drafted, or instead draft a statement articulating the perceived excesses and drawing a clear distinction between UH faculty and administration.
ADJOURNMENT	DV adjourned the meeting at 3:30 PM	

Approved on March 7, 2013 with 6 votes in favor of approval and 0 against. Respectfully submitted by James T. Potemra.