



UNIVERSITY  
of HAWAII®  
MĀNOA

## COMMITTEE ON ADMINISTRATION AND BUDGET

### MEETING MINUTES

**MEETING DATE:** January 06, 2016  
**LOCATION:** Kamakakuokalani Bldg, Room 103F  
**ATTENDANCE:** [P = Present; A = Absent; E = Excused]

MEMBERS		MEMBERS		MEMBERS		GUESTS	TIME
Michael Angelo - Chair	P	Brian Glazer - Vice Chair	P	John Casken - Secretary	P		
David Chin	P	Rosanne Harrigan	E	Vilsoni Hereniko	P		
Lilikala Kame'eleihiwa	P	Lauren Mitchell (resigned)		Stephen O'Harrow	P		
Robert Paull	P	Ann Sakaguchi	P				
Sarita Rai SEC Liaison	P						

SUBJECT	DISCUSSION/INFORMATION	ACTION/STRATEGY/RESPONSIBLE PERSON
<b>CALL TO ORDER</b>		Meeting called to order at 3:05 p.m by Chair Angelo.
<b>APPROVAL OF AGENDA</b>	Agenda circulated by Chair Angelo	Motion to approve the agenda moved by J. Casken. Approved unanimously.
<b>MINUTES</b>	Draft minutes of December 02, 2015 had been circulated earlier on line.	S. O'Harrow motioned that the minutes of December 02, 2015, as corrected, should be approved. Motion approved unanimously. Suggestion was made that all documentation should be on a shared folder in Google Drive. Chair Angelo will work to set this up.
<b>OLD/NEW BUSINESS</b>	1. Reorganization proposal for the MBT School of Social Work, the Center on Aging and the Office of Public Health Studies.	1 At this time agreed that there should be no Resolution offered for the January 20, 2015 MFS meeting regarding the MBT School of Social Work Plan as there had been no formal interviews with faculty from any of the three units involved, though the votes taken on Reorganization



UNIVERSITY  
of HAWAII®  
MĀNOA

		<p>within the units indicated high support for the plan. Cost issues still remain somewhat uncertain. A. Sakaguchi is working on a draft Formal Check List. She noted that no metrics had been included to measure the claimed efficiencies. Chair Angelo will circulate the draft Formal Check List he has completed.</p>
	<p>2. Reorganization Proposal for the Office the Vice-president of Research and Innovation</p>	<p>2. Noted that no further input had been received from the OVPRI on cost questions submitted to them. Chair Angelo will resend the requests to the OVPRI.</p> <p>Also noted that CAB should have formal interviews with the Office of Research compliance faculty. Chair Angelo will follow up.</p>
	<p>3. CAB Budget Subcommittee</p>	<p>3. Chair Angelo reviewed the work of the Subcommittee earlier in the afternoon. Noted he had met with the SEC to obtain their input and also with Interim Chancellor Bley-Vroman who was supportive of the work of faculty to be involved in the budget discussion and would support a new "Spaghetti Model". Chair Angelo reviewed the six principles created by the Subcommittee (see Subcommittee minutes) Overall support for the principles.</p> <p>Outcomes are that Chair Angelo will work on a revised clearer model.</p> <p>L. Kame'eleihiwa will work with the VCAFO to detail how the various boxes were populated in the "Spaghetti Model"</p> <p>D. Chin and A. Sakaguchi will work on drafting a Policies and Procedures document.</p>



UNIVERSITY  
of HAWAII®  
MĀNOA

	<p>4. . L.Kame`eleihiwa's Faculty Bugetary Input Draft Plan</p> <p>5. S. O`Harrow's concerns regarding on-line class disruptions</p> <p>6. Office of Public Safety's Purchase of three(3) Dodge Chargers.</p>	<p>Agreed that Prof. S. Daniel for College of Business Administration should be invited to join the Subcommittee. Chair Angelo will follow up. Also noted that all budget documents should include Outreach College.</p> <p>4. L. Kame`eleihiwa presented her proposal to obtain more input directly from faculty on the budget. General discussion on the draft and suggestions for tightening the document. Members asked to return the document to her by January 08. Goal is to present at the MSF January 20, 2016 meeting. At that time she will ask each senator to obtain as much of the material as they can and return the document to her by the end of January 2015. She will collate and report back by the end of February 2016.</p> <p>5. S. O`Harrow reported that five (5) on-line classes for S.E. Asian Languages might be scuttled under a proposed tuition plan by the Administration. Agreed that he should prepare a statement for review by members before it was sent to the SEC and UHM Administration. After that review might be presented to the MFS.</p> <p>6. Members suggested that the purchases were not perhaps what was needed to respond to security issues on the campus.</p>
<b>ADJOURNMENT</b>		<p>Motion to adjourn made by A. Sakaguchi Passed unanimously. Meeting adjourned at 4:46pm.</p>



UNIVERSITY  
of HAWAI'I®  
MĀNOA

---

Respectfully submitted by John Casken, CAB Secretary

Approved January 27, 2016, unanimously.