

COMMITTEE ON ADMINISTRATION AND BUDGET (CAB)
MANOA FACULTY SENATE
MEETING MINUTES

Meeting Date: August 30, 2010

Attendance (Members): Robert Cowie, David Ericson, (Chair), Elizabeth Fisher, Brien Hallett, Linda Krieger, Torben Nielsen, Bonnyjean Manini, Weilin Qu, Douglas Vincent, John Casken (Secretary)

Attendance (Guests) David Duffy (SEC Liaison), Kathy Cutshaw VCAFO

Subject	Discussion	Action/Strategy /Who
Call to order		Meeting called to order at 2:05 by Chair Ericson in Webster Hall Room 423
Minutes	Draft Minutes had been circulated	Draft minutes approved with addition of mention of Comm. on Research after CPM in item 2
Presentation by Kathy Cutshaw, Vice-chancellor for Administration, Finance and Organization	The VC presented a broad outline of UHM fiscal position and, though not making final projections this early in the semester, the report was more positive than the view at this time last year due in part to tuition monies and legislative actions. She expressed caution about possible tuition increases post '12 especially with declining number of high school graduates. She also shared the 2011-2013 Biennium Budget that had earlier presented to the BOR. There was spirited discussion on the issue of UHWO and its relationship to UHM and the need for faculty to get involved with the various aspects of this relationship even though in the opinion of some it was possibly too late.	The VC agreed to be available as much as possible and as necessary to keep members updated on budgetary information; and expressed appreciation for the excellent working relationship she has with the CAB. She was thanked for her efforts and frankness.
Reorganization of Office of VCAFO	After discussion with the VC, it was clear that the reorganization was designed to bring the formal organization chart in line with the operations of the Office.	Reorganization proposal as presented was approved.

Reorganization of Graduate Division	Members wondered why staff would need additional monies for being able to handle all duties in the Division and suggested that more thought be given to the responsibilities issues.	Reorganization proposal approved with the caveat as noted in the discussion.
By-laws, Rules and Regulations	Members had reviewed the Bylaws and Rules in an effort to deal with the lack of a quorum at monthly Senate meetings. Suggestions included better communication to all members, changing the definition of quorum, and even the possibility of “guilt trips”. Noted that rules are easy to change but the Chancellor has to sign off on bylaws. Also wondered where Roberts Rules of Order fitted in – if indeed they were relevant.	Agreed that SEC should be asked to increase the information sent out to members to make them more aware of the problem. In the long run it would be appropriate to examine the Rules of Order and the Bylaws
Next Meeting		Next meeting scheduled for Sept 13 from 2:00 – 3:30 Room to be announced
Adjournment		Meeting adjourned at 3:30

Minutes approved Sept 13, 2010.i

Submitted by John Casken