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COMMITTEE ON ADMINISTRATION AND BUDGET MEETING MINUTES

MEETING DATE: DECEMBER 02, 2015

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	Marguerite Butler, Vice-chair , SEC	3:50 - 4.35pm
David Chin	P	Rosanne Harrigan	E	Vilsoni Hereniko	P		
Lilikala Kame'eleihiwa	P	Stephen O'Harrow	P	Robert Paull	E		
Ann Sakaguchi	P	Sarita Rai, SEC Liaison	P	Lauren Mitchell	E		

SUBJECT	DISCUSSION/INFORMATION	ACTION/STRATEGY/RESPONSIBLE PERSON
CALL TO ORDER		Meeting called to order at 3:03 p.m. by Chair Angelo.
APPROVAL OF AGENDA		Motion to approve the agenda made by S. O'Harrow. Passed unanimously.
MINUTES	Minutes of November 25, 2015 had been circulated electronically prior to the meeting.	Motion to approve the minutes of November 25, 2015 as corrected made by A. Sakaguchi. Motion passed unanimously.
ANNOUNCEMENTS	1. ORC Reorganization proposal. Chair Angelo has requested material from the OVPR through the SEC so that the Reorg checklist can be completed.	



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	<p>2. M. Butler who has been working on budgets in the SEC may be able to discuss the SEC's approaches to the budgetary issues.</p> <p>3. The UHCC's Reorganization proposal should be sent to CAB shortly as it has just been received in Hawaii Hall.</p>	
OLD/NEW BUSINESS	<p>1. Reorganization Proposal of the MBTSSW with the Office of Public Health Sciences and the Office of Aging.</p> <p>2. Spring Semester meeting times for the main CAB Committee.</p> <p>3. Spring Semester meeting times for Budget Subcommittee.</p> <p>4. Noted that a series of mergers were happening in addition to that of UHM's ORC moving to the OVPRI. Also slated for moving to the UH System from UHM were Human Relations, Facilities and Media.</p>	<p>1. After initial discussion and noting that faculty in all three units were very supportive of the merger it was agreed that Chair Angelo would create a draft of the Reorg Checklist for the three units and then circulate it to members for review.</p> <p>2. Agreed that meetings should continue on the 1st and 4th Wednesdays from 3:00 - 4:30 in Kamakakuokalani Bldg, Room 103F.</p> <p>3. Agreed that the Budget Subcommittee should meet from 2:00 - 3:00 on the 1st and 4th Wednesdays in Kamakakuokalani Bldg, Room 103F. a) Noted also that the Interim Chancellor should be asked to provide a formal charge for the CAB Budget Subcommittee. Chair Angelo will follow up. b) Chair Angelo will invite the Interim Chancellor the December 23 meeting of the Budget Subcommittee</p> <p>4. Noted that no action can happen on the OVPRI Reorganization until the material requested from the OVPRI has been given to the CAB.</p>



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	<p>5. SEC Vice-chair Marguerite Butler was able to present on a number of budget approaches that are under discussion with various campus units - building upon the work of the 2014-2015 Campus Budget Task Force. At the moment the situation is still very fluid.</p> <p>a) Emphasis is being put on the instructional side. Though the Deep Dive reported that about 65% of funds were being spent on instruction other approaches suggested only about 40%.</p> <p>b) Noted that it appeared that the OVCAA's budget had increased from \$2M to \$10M in 5 yrs.</p> <p>c) The SEC has requested salaries aggregated by College from the campus. M. Butler will send to Chair Angelo for sharing when the material has been delivered.</p>	
NEXT MEETING		<p>a) Next meeting of the Main CAB will January 06, 2016.</p> <p>b) Next meeting of the CAB Budget Subcommittee will be December 23, 2015</p>
ADJOURNMENT		<p>Motion to adjourn made by V, Hereniko. Motion passed unanimously.</p>

Respectfully submitted by John Casken, CAB Secretary

Approved on January 06, 2016, unanimously.