

MANOA FACULTY SENATE

Committee on Administration and Budget (CAB)

Meeting Minutes

Meeting Date: 10 January 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	VCAA Dasenbrock	2:30-3:00
Robert Cowie	P	Torben Nielsen	P	Herbert Ziegler	E	CPM: K. Kipnis, T. Nguyen, G. Mocz, and D. Leake	3:00-4:30
Sandra Davis	P	Robert Paull	P	John Casken (SEC Liaison)	P		
Judith Inazu	P	James Potemra	P				
Joyce Najita	P	Doug Vincent	P			SEC: J. Casken and D. Erikson	2:30-4:30

Subject	Discussion/ Information	Action/Strategy/Responsible Person/s
CALL TO ORDER	Doug Vincent started the meeting at 2:30PM	
MINUTES	Motion to approve the minutes from 11/15/2012 meeting was made and passed, as amended.	
GRAD DIVISION RE-ORGANIZATION	VCAA Dasenbrock attended the meeting to answer questions regarding the proposal to move Grad Division from VCRGE to VCAA (and change VCRGE to VCR). Dasenbrock explained the reason for the change was to streamline issues/bureaucracy with respect to graduate programs, and that this would make UH more inline with similar Universities. He expressed that this was being proposed now since UH	The CAB voted to approve the revised re-organization plan to move the office of graduate education from the office of the VCRGE to the office of the VCAA. The vote was 8-1 with one abstention. The CAB Chair will draft a motion for the upcoming full Senate meeting on Jan 16.

	<p>is recruiting for a new VCR(GE) and would like to have the new job description in place. Dasenbrock stressed that this reorganization did not have any impact on resources; no new resources would be needed or asked for, and none would be reallocated. A general discussion and Q/A period followed. The sense of this was that a) earlier objections were to the wording/presentation of this proposal, and most of these have been improved in the revised proposal; and b) there did not seem to be any obvious downside to this reorganization.</p>	
<p>ADMIN SALARIES AND EVALUATIONS</p>	<p>Members from the Committee on Professional Matters (CPM) joined the CAB to provide a summary on past efforts on admin evaluations as it relates to the CAB issue of admin salaries. CMP Co-Chair Kipnis started the discussion and was followed by Co-Chair Truc Nguyen. Truc explained that CPM has been on this issue for at least the past four years. She said all administrators get evaluated at least once during their appointment (three or five years) but that these evaluations are not available for public review due to strict privacy laws in the State. The evaluation has four parts, including a job description, a statement by the person being evaluated, a joint statement by the person and their direct supervisor, and input from the person's unit (a.k.a. "360"). There was some confusion as to the 360 process, which should go to all in the unit/school (some CAB members for example never got these). The U. of Michigan was given as a positive example, and they were able to overcome privacy concerns by adding a waiver line to administrator hiring letters. Given the legal impediments, it was decided to ask the Chancellor to encourage all UHM administrators to voluntarily release the outcomes of their evaluations.</p>	<p>To encourage transparency in the UHM, CAB Chair will draft a motion with input from the CPM encouraging a more open evaluation process. The plan is to get this done in the next few days in order to make the next Senate meeting on the 16th of January.</p>

ADJOURNMENT	DV adjourned the meeting at 4:30 pm	
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Approved on 7 February, 2013 with 8 votes in favor of approval and 0 against. Respectfully submitted by James T. Potemra.