

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

Meeting Date: Wednesday, August 18, 2010

Attendance (Members): Robert Cowie, David Ericson, (Convener) Elizabeth Fisher, Brien Hallett, Linda Krieger, Bonnyjean Manini, Weilin Qu, Douglas Vincent, James Yates, John Casken

Attendance (Guests) David Duffy – SEC representative

Subject	Discussion	Action/Strategy /Who
Call to Order		Meeting called to order at 3:05 pm by Convener David Ericson
Introductions	Members and the guest introduced themselves	
Elections	Discussion on qualities needed for each office and potential candidates	David Ericson elected as chair, by acclaim. Robert Cowie elected as vice chair, by acclaim John Casken elected as secretary, by acclaim
Meeting Dates	Discussion on dates/times	First and Third Mondays from 2:00 – 3:30 Meeting on Monday August 30 will be held in Webster Hall room 423. Normally meeting will be held in Hawaii Hall 208 The Chair will invite VC Cutshaw to update members on budgetary matters
SEC's charge to CAB	David Duffy presented and discussed briefly the items that the SEC was assigning to the CAB	<ol style="list-style-type: none"> <li>1) Classroom Use Policy needs to be revisited - CAB to work with CAPP with a report due November</li> <li>2) To review possible changes to Faculty Senate bylaws to deal with absenteeism –due December</li> <li>3) To present a report on standardizing a reporting system on fiscal matters –</li> </ol>

		<p>due January</p> <p>4) CAB to work with COR to prepare a report on “Centers” and similar entities – due January</p> <p>5) Manoa committee matrix to be reviewed and updated - due February</p> <p>6) Draft Tenure and Promotion Guidelines – CAB will work with CPM who is taking the lead - due October</p> <p>7) Criteria and process needed for evaluating administrators CAB will work with CPM to take the lead – report due October.</p>
Issues raised by CAB members	Convener Ericson had solicited input from members ahead of meeting	
1. Budget transparency in individual units	Brief discussion on need for deans and directors to be as open with their budgets as VC Cutshaw is at the Manoa level	Ericson will follow up with VC Dasenbrock who had agreed to work with deans and directors on this issue
2. Reorganization issues	SEC Rep Duffy reported that the SEC met with Chancellor Hinshaw and asked her not to do anything with the PBRC matter until the report is in from the CPM and the COR. He also noted that the Senate has not yet accepted the report issued during the summer by the CAB. (The reports of all three committees will be presented at the October Senate meeting)	No action at this time
3. Tenure for EM positions	Noted that administrators are hired at salaries that are considerably higher than faculty based on administrative expertise but then the administrators are given tenure. They should have perhaps a high salary or tenure but not both.	No action at this time
4. Proliferation of EM positions	Noted that there seems to be an increasing number of EM positions in units across campus at a time when faculty numbers are declining. Questions as to whether there should be a campus wide policy	No action at this time
5. R- Faculty lines	There has been an executive report on this and apparently the Chancellor is amenable to moving away from ‘R’ positions and	No action at this time

	probably 'S' positions. Budget savings could be considerable	
6. Campus Safety	Members expressed concern on the proliferation of bikers and skateboarders operating where only pedestrians should be	No action at this time
7. Shared Governance	Members talked about the need to bring faculty into more decision-making roles in areas where they had expertise and concern.	No action at this time
8. Facilities & Operations		
9. Budget issues		
Next Meeting		Next meeting set for Monday August 30 from 2:00 – 3:30 in Webster Hall Room 423 – not in Hawaii Hall Room 208

Minutes approved at 08/30/2010 meeting. Submitted by John Casken