

**Committee on Administration & Budget
Minutes**

Meeting Date March 13, 2024
Meeting time 10:00AM - 11:00AM
Location Virtual meeting
Quorum 5
* Cannot attend regular cab meeting but will attend subcommittee meetings

Attendance

Members

Name	Role	Attendance
Dan Blackaby	Vice-Chair	Present
Roy Gal	Member	Present
Albert Kim	Member	Present
Eugene Magnier	Member	Present
Laura O'Rourke*	Member	Excused
Robert Paull	Member	Present (arr 10:30)
Thomas Pearson	Member	Present
Sarita Rai	Chair	Present
Mark Thorne	Member	Present
Andrew Wertheimer	Member	Present
Carolyn Stephenson	SEC Liaison	Present

Guests

Subject	Discussion/Information	Action / Strategy / Responsible Person
Call to Order		Sarita called to order 10:03
Review of Minutes	CAB Minutes 20240228	Approved by unanimous consent
SEC Liaison Report	(SEC has concerns about our resolution) No other issues	
Ongoing Business	<p>1. Amended Resolution to be presented at MFS on March 13, 2024 meeting</p> <p>The original resolution was presented as testimony to the BOR on Mar 7, 2024 under 4 MFS committees (CFS, CAPP, CAB and COR)</p> <p>Timeline</p> <p>Amended Resolution</p> <p>CAB resolution went to the BOR, but it was too late. There was no move to change the Advisory Board.</p> <p>We amended our resolution. Marguerite will present the amended resolution at this afternoon's MFS meeting. It is primarily a factual report on the timeline. CAB noted some issues with the grammar in the resolution but was pleased that MFS will deal with this important issue in a timely fashion.</p> <ul style="list-style-type: none"> Passed with one abstention. <p>2. Motion Rules of Order</p> <ul style="list-style-type: none"> Need to add new units after the reorganization Rules of Order Redlined Rules of Order 	<p>Amended Resolution to be presented at MFS on March 13, 2024 meeting</p> <ul style="list-style-type: none"> Passed with one abstention. <p>Motion Rules of Order</p> <p>The redlined version will be amended by Sarita after the meeting today and then presented at the first reading. Approved by unanimous consent.</p>

	<p>3. Motion Bylaws</p> <ul style="list-style-type: none"> • Redlined Bylaws <p>There was extensive discussion about bullet point 15 about the correct way to note the Office of the Provost and individual units under the provost's office. Office of Global Engagement, SUST were represented under Academic Affairs and A&S Advising. Sarita will ask John Kinder for the correct verbiage to include on the revised bylaws. We don't list details under the ORU, so maybe we don't need to do this under the Provost's office on this document. Or we can note these are "Academic units under the Provost's Office"</p> <ul style="list-style-type: none"> • Clean Bylaws <p>4. .Gen Ed Red Lined and Summary Gene, Laura, Sarita. No change We could write a resolution to GenEd for a lack of response. Joint authority with SEC, Senate, Lyons' office.</p> <p>5. Procedures for Assigning Program Names Subcommittee Report: Committee: Andrew, Sarita.</p> <p>Conveyed to CAPP that CAB has reviewed the policy and finds no issues. We are waiting for CAPP, and will then send MFS and Halbert a statement of no opposition, assuming CAPP agrees.</p> <p>6. Micro Credentials Subcommittee Report Laura, Tom and Sarita Report approved by CAB. Waiting to hear back from CAPP</p>	<p>Motion Bylaws This version is on the floor of MFS at today's meeting. No changes.</p> <p>Gen Ed Red Lined and Summary No replies from GenEd to our comments. Sarita will ask the SEC or Lyons to encourage GenEd to respond to our communications, which is in response to their request.</p> <p>5. Procedures for Assigning Program Names CAPP has not responded. They are working on another issue.</p> <p>6. Micro Credentials Also waiting on CAPP.</p> <p>Graduate Assistants</p>
--	--	---

	<p>7. Graduate Assistants Subcommittee Report Albert, Roy and Gene.</p> <p>8. Sandy French, CMBO will attend CAB's meeting on Mar 27, 2024 Would like to know what topics she should cover for the meeting,</p> <p>Suggest that she attend the meetings at 10:15 am.</p>	<p>Albert will call a meeting on this.</p> <p>Sarita will tell Sandy to come at 10:15 and that we want more info on the budget, process allocations, and explain about General Funds, Tuition and Special Funds, RTRF allocations.</p> <p>We would like to have annual budget reports at MFS. This was tradition before COVID-19. This will happen at the May MFS meeting.</p> <p>We also would like to find ways of speeding up purchasing systems. This seems to be overly bureaucratic.</p> <p>What is the relation between UH System and UHM Budget offices? We also would like more information on faculty hiring permission systems. We also want to hear of contingency plans if there is a state legislature imposed budget cut. We also want to know if cuts will be passed on to units on the same process (would they be across the board cuts?).</p> <p>Hiring authority has not been clarified. Are these still under the President's proclamation during the hiring freeze? We assume the policy was lifted, but the procedures do not seem to have returned in terms of giving colleges and units authority to make hiring decisions.</p>
New Business		

	<p>9. Roy suggested that CAB draft a resolution to have senators from department levels instead of at the college levels. The aspiration is that this would increase faculty engagement and enhance shared governance.</p> <p>Sarita to begin the draft -</p> <p>CAB had an informal discussion about Regent Wilson's presentation at the Congress later today. CAB cannot make a statement as a committee, but members agreed that we are concerned about BOR not respecting faculty governance and consultation on issues like faculty role in determining curriculum, which should come through MFS rather than BOR or AAFSC.</p>	
Guest(s)		
Committee Reports		
Other		
Remaining Meetings	<p>10:00 AM Via zoom</p> <p>2024:</p> <p>March 27</p> <p>April 10</p> <p>April 24</p> <p>May 8</p>	
Adjournment		Adjourned at 11:00.

Respectfully submitted by Andrew Wertheimer, Secretary
Approved unanimously on 27 March 2024.