

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

Meeting Date: Monday, October 25, 2010 (INFORMAL/NO QUORUM)

Location: Hawaii Hall Room 309

Members Present: Robert Cowie (Vice Chairperson), Barry Lienert, Bonnyjean Manini, Douglas Vincent, Elizabeth Fisher, Torben Nielsen, David Duffy (SEC Liaison)

Members Absent: Brien Hallett, David Ericson (Chair), James Yates, John Casken (Secretary), Linda Krieger, Maxine Burkett, Ronald Bontekoe, Siang Tan, Weilin Qu

Attendance (Guests): No guests were present

Subject	Discussion	Action/Strategy /Who
Call to order		Meeting called to order at 2:10pm by Vice Chair Cowie-- without quorum, the group present decided to have an informal meeting.
Review of Minutes	John sent an e-mail asking that we wait til the next meeting to review the minutes.	Minutes will be reviewed at our next meeting.
Informal Discussion	International Education	We still need more information, unsure about history of the issue.
Charges from the SEC	<ul style="list-style-type: none"> • Classroom Use Policy <ul style="list-style-type: none"> ○ Discussion previously took place with CAB and it is back with VC Dasenbrock for more information. ○ Questions... <ul style="list-style-type: none"> ▪ Actual Classroom List 	No actual strategy or actions were discussed. No decisions were made since there was no quorum.

	<ul style="list-style-type: none"> <ul style="list-style-type: none"> ▪ What is the “real” problem for the scheduler? ▪ Will centralizing administration of these classrooms solve the “real” problem? • Fiscal Officer Policy/Procedure & Training Standardization <ul style="list-style-type: none"> ○ What problems are the faculty members encountering? ○ Are there faculty members not having problems at all/ok with process? ○ Are some of the problems faculty members encountering related to some fiscal officers being overworked/having too much work? ○ Is grant management the problem? ○ Is there additional requirements/paperwork slapped on by certain departments? • PBRC <ul style="list-style-type: none"> ○ No longer with CAB. • Centers <ul style="list-style-type: none"> ○ There was a sub-committee last year that looked at “centers” and found that there were a lot of them. ○ Some are existing without people and resources. ○ Centers need a common objective and standard. ○ We need a list of all centers? 	
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	<ul style="list-style-type: none"> • P & T Process <ul style="list-style-type: none"> ○ Will come back to CAB later. • Evaluation of Administrators (Executives) <ul style="list-style-type: none"> ○ Currently administrators (executives) 360 degrees evaluation ○ CAB waiting on CPM since we are the second opinion • Matrix of Committees <ul style="list-style-type: none"> ○ Committee List is needed to help facilitate more effective shared governance on-campus ○ We are the secondary committee and need to contact CFS-Committee on Faculty Service for the list 	
Additional Topics	<p>Marine Research, VC Ostrander</p> <ul style="list-style-type: none"> • Should we leave this topic alone til it gets assigned to us? • Will it eventually come to us? • There seems to be a need to assess the infrastructure and research facilities. • Is there a need for Kewalo & Coconut Island research areas? • What infrastructure is really needed? • What can we afford? 	No actual strategy or actions were discussed. No decisions were made since there was no quorum.
Next meeting	Next meeting will be on Monday, November 8 th at 2:00 – 3:30pm in Hawaii Hall 309	.
Adjournment	Meeting adjourned at 3:20pm	