

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

Meeting Date: Monday February 14, 2011

Location: Hawaii Hall Room 309

Attendance (Members): David Ericson, (Chair), David Duffy (SEC Liaison), Robert Cowie, Elizabeth Fisher, Chin Lee, Torben Nielsen, Barry Lienert, Bonnyjean Manini, Weilin Qu, Douglas Vincent (Secretary)

Attendance (Guests): Kathy Cutshaw, Vice-Chancellor for Administration, Finance and Operations

Excused: John Casken

| Subject  | Discussion  | Action/Strategy /Who   |
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| Call to order  |   | Meeting called to order at 2:05 by Chair Ericson   |
| Review of Agenda   |   | Agenda approved as distributed   |
| Review of Minutes  | Draft minutes of January 24, 2011 reviewed as distributed prior to meeting.   | Minutes of January 24, 2011 approved as amended for submission to Faculty Senate office for posting  |
| Impact on the budget of “sweep” bills (i.e. SB120, HB79) | VC Cutshaw briefed the committee on the potential impact should any of the “sweep” bills, i.e. bills to return all or a portion of special and revolving funds back to the general fund. These funds, at UH, include tuition special funds, research and training revolving fund (RTRF) and many more. There are over 5000 revolving funds (over 3000 RCUH accounts). VC Cutshaw indicated that the AG’s office is looking at the legality of sweeping some of the funds. Sweeping the funds might also affect UHM’s bond rating. | The committee was encouraged to provide testimony.   |
| Reorganization of Office of Campus Services              | VC Cutshaw briefed the committee on the proposed reorganization of the Office of Campus Services. Cutshaw was questioned about the organization chart and indicated that no new director’s position was to be included. The committee   | Chair Ericson will submit a motion to the SEC for inclusion at the next MFS meeting. Chair Ericson will present the motion to recommend approval of the reorganization at the February |

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|   | unanimously recommended that a motion be prepared for the next MFS meeting recommending approval of the reorganization.   | 16, 2011 MFS meeting.   |
| Clarification of new wording for the Manoa Reorganization Process | <p>VC Cutshaw asked the committee to reiterate their approval of the revised wording for the Manoa Reorganization Process. Members had reviewed the wording of Section III item I which had been previously circulated for review at the January 24 CAB meeting but Cutshaw wanted to verify our agreement on the wording. The wording in Section III, item I which was agreed upon was:</p> <p><i>The SEC and affected unions will have 45 days to comment on the proposal. The deadline date will be clearly specified on the website for easy reference. If there are issues in meeting the 45 day deadline, the SEC and affected unions should contact the RA to establish a mutually workable due date. The RA will in turn notify OVCAFO to have the website updated.</i></p> | The committee verified our support for the changed language.  |
| Proposed amendments to the BOR policies                           | The committee discussed with VC Cutshaw the proposed changes to the BOR policies.   | Because of the depth and breadth of all the proposed changes and the short (February 28, 2011) deadline, it was recommended that if individual committee members had specific comments, to forward them to Kristin Herrick in the SEC office. |
| Meeting Benchmarks for the new UHM Strategic Plan                 | VC Cutshaw was still working on response to SEC and wasn't prepared to discuss.   | No action   |
| Evaluation of Marine Facilities                                   | The committee discussed the possible closure of the Kewalo Marine facility in the context of evaluating all of the marine facilities at UHM. After a lengthy discussion, it's clear that it's a difficult situation, with many different points that need consideration – from finances, to liability, to the different environments (i.e. south shore Oahu vs. Kaneohe Bay). How are the impacts of these facilities measured? However, there was general agreement with the view that both the Kewalo Marine Laboratory and the Hawaii Institute for Marine Biology   | Robert Cowie and Barry Lienert were tasked with developing a short (perhaps 2 page) report that summarizes the different strengths of the two facilities.   |

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|              | had different strengths, partly because of their different locations and the very different environments of Kaneohe Bay and Mamala Bay that foster different kinds of research. A key point was made that CAB would not address financial matters. |  |
| Next meeting |  | Meeting to be held 02/28/2011 in Hawaii Hall 309 |
| Adjournment  | Meeting adjourned at 3:40 pm   |  |

[Minutes Approved at Feb 28, 2010 meeting](#)