

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

Meeting Date: Wednesday. September 14, 2011 - Sakamaki A441

Attendance (Members): David Ericson, Barry Lienert, Luciano Minerbi, Joyce Najita, Torben Nielsen, Douglas Vincent, (Chair) Paul Wessel, Herbert Ziegler, John Casken, (Secretary). Tom Conway – SEC Liaison (convener)

Excused: Robert Cowie, Shirley Daniel, Brian Glazer, Chin Lee

Attendance (Guest) VCAFO Kathy Cutshaw (2:00 – 2:40)

Subject	Discussion	Decisions/Strategy /Who
Call to Order		Meeting called to order at 2:05 am by Chair D. Vincent.
Introductions		Members who were not able to make the Sept 01 meeting introduced themselves. Chair Vincent noted that he has set up a Laulima site that will hold all documents needed for the meetings. He will send a link out to all members.
Presentation by VCAFO K. Cutshaw	The VCAFO presented on the Kualii Program. Essentially this is a suite of open source administrative software, which is designed to be user centered. Introduced because FMIS cannot be maintained any longer. Key issues for faculty are that routing and approvals of many documents will be handled electronically. Faculty will be able to obtain reports on funding and on line balance inquiries will be possible. The VC stressed that there will be real transparency with the program and faculty should find it user friendly. Already in place with excellent results at institutions such as Cornell, Michigan State, UC Davis. User training will begin in January 2012 with Kualii	

	<p>going live on July 1, 2012.</p> <p>The Kualī Fiscal System will not include grant funded projects in its budgeting module, only G and S funds. Once the kinks are worked out, RCUH and grant funded projects may be incorporated.</p> <p>The VC noted that UHM students numbers are up by about 200 meaning approximately an extra \$200Million.</p> <p>The VC commented that she is not expecting any major fiscal speed bumps this year. (The VC left at 2:40).</p>	
Agenda Approval		Agenda approved as presented by Chair Vincent.
Minutes Approval	Draft minutes were circulated to members prior to meeting and initial corrections were re-circulated to members prior to this meeting.	Draft minutes of September 01 were approved with the corrections that had been submitted. Secretary to submit to UHM Faculty Senate Office.
Bylaw Change- Attendance of Senators	No discussion.	There will be a second reading of this bylaw change at the UHMFS Sept 21 meeting.
Bylaw Change – Clarification of the Organization of SEC and Standing Committees	No discussion.	This will come up for a first reading at the UHMFS Sept 21 meeting.
Bylaw Change – Change of Status for Assessment Committee	Concern was expressed that this could be the thin edge of the wedge of federal intrusion into academic affairs. Additional discussion as to whether change of status would mean any real change for the Committee.	Decision was made to recommend to the SEC that there should be no action at this time. T. Conway to take report back to the SEC.
Bylaw Change – Change in Title of Research Committee	No discussion.	Recommended that it be placed on the UHMFS Sept 21 agenda.
New Business		
CTAHR Reorganization	There had been considerable discussion of this Reorganization through email prior to the meeting. Some minor points raised and dealt with to everyone's satisfaction.	Reorganization approved. Chair Vincent to complete the SEC reorganization checklist template and submit to the SEC.
Chancellor sign off on UHMFS bylaw changes	Discussion on the issue that the Chancellor has to sign off on changes to the Senate Bylaws. Goal should be to have the Chancellor sign off on an MOA or similar which would note that she agrees not to hold up on signing off changes .	T. Conway to raise the issue with the SEC.

Chancellor's Special Hiring Initiatives	Questions raised as to what will happen to the sustainability and Native Hawaii hiring initiatives. Concern expressed not about the emphasis of the cluster hiring but on the potential inflexibility capturing 20% of vacated positions and their reallocation.	T. Conway to have the issue raised at the next meeting of the SEC and the Chancellor.
Review of Marine Facilities	Noted that this originated as a simple request from the SEC for a joint report between CAB and CORGE but there has been no formal input from CORGE. There had been little or no time to prepare the report prior to the May 05, 2011 UHMFS and so it did not include the details of budgets etc. Was primarily an overview of what the various marine units did on campus – a critical step given the efforts of the VCRGE to have the PBRC closed.	Current CAB believes that the Marine Facilities Report is now the responsibility of the SEC.
Judicial Component in the UHMFS	Discussion suggested that this should be handled during the Bylaws Review.	T. Nielsen to follow.
Next Meeting	Noted that the Sakamaki A411 Room was not the best for discussion and Chair Vincent will check on other possibilities.	Next meeting set for Wednesday September 28 from 2:00 to 4:00 pm in Sakamaki Room A411 – unless otherwise noted.
Adjournment		Chair Vincent thanked members and meeting was adjourned at 3:55pm.

Approved On September 28, 2011
John Casken, Secretary