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**Committee on Administration and Budget (CAB)**  
**MEETING MINUTES**

**MEETING DATE:** December 6, 2017      3:00 pm - 4:30 pm  
**LOCATION:** Hawaii Hall 208  
**ATTENDANCE:** [P = Present; A = Absent; E = Excused]

| MEMBERS                        |   | MEMBERS                   |   | MEMBERS |  | GUESTS | TIME |
|--------------------------------|---|---------------------------|---|---------|--|--------|------|
| David Chin                     | P | Robert Paull, Vice Chair  | P |         |  | None   |      |
| Graham Crookes,<br>Secretary   | P | Randy Minas               | P |         |  |        |      |
| Youping Deng                   | P | Robert Cooney             | P |         |  |        |      |
| Kwanglim Seo                   | P | Douglas Vincent - liaison | P |         |  |        |      |
| Christopher<br>Measures, Chair | P | David Ericson             | P |         |  |        |      |

| SUBJECT                    | DISCUSSION / INFORMATION  | ACTION / STRATEGY / RESPONSIBLE PERSON  |
|----------------------------|---|---|
| <b>CALL TO ORDER</b>       |   | Meeting was called to order by Chair Measures at 3:00 PM.   |
| <b>REVIEW OF MINUTES</b>   | CAB minutes of October 4, 2017 were circulated electronically for comments.   | 1. Motion G. Crooks to approve the October 4, 2017; seconded by C. Measures.<br>Approved unanimously. |
| <b>CHAIRS REPORT</b>       | 1. None   | 1. No action  |
| <b>UNFINISHED BUSINESS</b> |   |   |
| <b>NEW BUSINESS</b>        | 1. CAB met with Kathy Cutshaw to review current developments under her areas of responsibilities as they may interact with CAB's purview. This particularly focused on the upcoming administrative reorg, that will be led by Kathy Cutshaw's office. | 1. No action at this time.  |



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|--------------------|---|---|
|                    | <p>2. Discussion of Reorganization Proposal, College of Engineering.</p> <p>While CAB was basically positive about the proposal, some points were raised and additional information will be requested from the proposing entity. CAB will review the information and make a final decision on this matter at the next meeting (to endorse, endorse with reservations, or not to endorse).</p> | <p>2. CAB Chair to request information from College of Engineering Interim Dean</p> |
| <b>ADJOURNMENT</b> | <p>1. The next Committee on Administration and Budget will be on November 1, 2017 in HH 208.</p>  | <p>Meeting adjourned at 4:32 pm.</p>  |

Respectfully submitted by Graham Crookes, Secretary.

Approved on January with all votes in favor of approval and 0 against.