

**MANOA FACULTY SENATE****Committee on Administration and Budget (CAB)****Meeting Minutes****Meeting Date:** 06 September 2012**Location:** HH-208**Attendance:** [P = Present; A = Absent; E = Excused]

<b>Members</b>		<b>Members</b>		<b>Members</b>		<b>Guests</b>	<b>Time</b>
David Chin	P	Beau Nakamoto	P	Paul Wessel (sabbatical)	E		
Robert Cowie	P	Torben Nielsen	P	Herbert Ziegler	P		
Sandra Davis	P	Robert Paull	P	John Casken (SEC Liaison)	P		
Judith Inazu	E	James Potemra	P				
Joyce Najita	P	Doug Vincent	P				

<b>Subject</b>	<b>Discussion/ Information</b>	<b>Action/Strategy/Responsible Person/s</b>
<b>CALL TO ORDER</b>	D. Vincent started the meeting at 1:10PM	
<b>MINUTES</b>	The minutes from the August 30 meeting were circulated prior to the meeting	Changes accepted. T. Nielsen moved and H. Ziegler seconded that minutes as changed should be approved. Motion approved by all.
<b>AGENDA</b>	D. Vincent described the agenda and asked for any additions; none were proposed	
<b>REVIEW OF OLD BUSINESS</b>	D. Vincent explained an outstanding issue regarding the “whistle blower/retention” memo from last year. The SEC asked the CAB to endorse.	D. Vincent proposed that his draft memo be presented to the Senate as is; T. Nielsen moved and H. Ziegler seconded; motion approved by all.

<b>CARRY-OVER ISSUES FROM LAST YEAR</b>	Following the distribution of unresolved CAB issues from last year and an on-line poll to prioritize these, there was discussion on which to focus on in the coming year. It was noted that the top two as indicated in the poll (faculty housing and parking) both involve faculty recruitment and retention.	It was generally agreed that on-campus parking fees (and related parking issues) and faculty housing should be a priority for the CAB in current year.
<b>NEW ISSUES</b>	Similarly there was a discussion about what new issues the CAB should consider for this year. Following the poll, the top three were chosen: faculty input into, and transparency of, the budget; process for decisions regarding facilities; disproportionate increase in admin salaries.	D. Vincent will summarize (?)
<b>PLAN FOR VISIT BY VCAFO KUTSHAW</b>	Kathy Cutshaw will attend the first 30 minutes of the next CAB meeting (Sept. 20), and a list of potential questions was discussed.	D. Vincent will send an email to Kathy prior to the meeting for her to consider, including the status of the new parking rates, status of faculty housing memo, new/updated org charts, and an evaluation/status of the new WeCar/Enterprise rental car endeavor.
<b>ADJOURNMENT</b>	D. Vincent adjourned the meeting at 2:25	

Approved on 20 September with 10 votes in favor of approval and 0 against. Respectfully submitted by James T. Potemra.