

## Committee on Administration & Budget

### Meeting Minutes

**Meeting Date**            October 28, 2022  
**Meeting time**        10:30 AM - 11:30 AM  
**Location**             <https://hawaii.zoom.us>

### Attendance

#### Members

Name	Role	Attendance
Dan Blackaby	Member	Present
Kaliko Baker	Member	Present
Healani Chang	Member	Excused
Roy Gal	Vice-Chair	Present
Erik Guentner	Chair	Present
Eugene Magnier	Member	Present
Oceana Francis	Member	Present
Brent Sipes	Secretary	Present
Mark Thorne	Member	Present
Colin Moore	SEC Liaison	Excused

#### Guests

Name	Role	Time
None		

Subject	Discussion/Information	Action / Strategy / Responsible Person
<b>Call to Order</b>		Chair Guenter called the meeting to order at 10:33 am.
<b>Review of Minutes</b>	1. Review of Minutes from Oct. 7, 2022	Hearing no objections the corrected minutes are approved by acclamation.
<b>SEC Liaison Report</b>		No report.
<b>Ongoing Business</b>	1. GEC/GEO governing documents  2. SEC referral: bylaws revision  3. Interim EM search for AVPSAS  4. SEC referral: GenEd redesign  5. Postdocs: update from Oceana Francis	1. GEC/GEO governance document comments shared with GEC. CAB is waiting for GEC response. 2. Bylaws Revisions. Eugene and Brent will meet next week and inform Chair if action is ready. 3. An Interim EM appointment list was requested from Michelle Lau. The anticipated hiring was also requested. Nothing has been received as of 28 October 2022. 4. GenEd Redesign. CAPP is deciding on a timeline. Kaliko and Roy suggest we all read and offer comments on a google document. Read the document by 4 November 2022. CAPP will provide a short summary. The documents are available on the shared drive. The process of comment or adoption is not clear. Top down approach is not appreciated. A special meeting may be necessary to act. 5. Postdoctoral policy. Started with an injury to a postdoc that did not have insurance.

	6. UH Manoa Budget Team	<p>UH Postdoc fellows are not employees. Some colleges then started requiring hiring Postdocs as an employee. Provost sought a university policy. System has proposed a policy with multiple categories. COR is reviewing the policy. Eugene and Oceana will serve as CAB representatives for the issue.</p> <p>6. Budget Team information is available in the drive. Concerns have been expressed such as lack of faculty and micromanaging. Collecting anecdotes from across campus. Many complaints are “we did not get anything” which does not seem actionable but how the decisions to give positions were made is valid. Overriding college and departmental ranking requests is another issue. The process should be clear and transparent.</p>
<b>New Business</b>	1. Life Sciences Building naming after Isabela Abbott	1. Seems straightforward. Liaison Moore will provide information at next meeting.
<b>Adjournment</b>	The next meeting of the Committee on Administration & Budget will be on November 4, 2022.	Chair Guentner adjourned the meeting at 11:41 am.

Respectfully submitted by Brent Sipes, Secretary  
Approved unanimously on 4 November 2022.