



COMMITTEE ON ADMINISTRATION AND BUDGET
MEETING MINUTES

MEETING DATE: 13 May 2015
LOCATION: Hawaii Hall 208
ATTENDANCE: [P = Present; A = Absent; E = Excused]

MEMBERS		MEMBERS		MEMBERS		GUESTS	TIME
ANGELO, Michael	E	GLAZER, Brian	P	POTEMRA, James	P	LAU, Alan	9:30-10:20
BOULOS, Daniel	P	HARRIGAN, Rosanne	E	SAKAGUCHI, Ann	P	DUNLAP, Marilyn	9:30-10:20
CHIN, David	P	MANINI, Bonnyjean	P	VINCENT, Doug	P	COWIE, Robert	9:30-10:20
CONWAY, Thomas	P	MCKIMMY, Paul	P				

SUBJECT	DISCUSSION / INFORMATION	ACTION / STRATEGY / RESPONSIBLE PERSON
CALL TO ORDER	A. Sakaguchi called the meeting to order at 9:30am.	
PBRC INPUT TO PBRC/SOEST REOG	At the invitation of CAB, A. Lau (interim Director, PBRC), M. Dunlap (associate Director, PBRC) and R. Cowie (PBRC Faculty) joined CAB. A. Lau began with an overview of the proposed re-organization and gave a brief history. In summary, PBRC has been considering joining a larger school/college after internal and external reviews. Former Chancellor T. Apple had approved PBRC to hire a new director, but following system-wide budget issue, the hire was put on hold. More recently, PBRC considered joining Arts and Sciences, SOEST, and CTAHR. After consulting faculty and meeting with these three groups, the decision was made to join SOEST. During this time, PBRC was ultimately successful in getting a permanent director (M. McFall-Ngai), and she has also expressed support for joining SOEST. While not an exact fit, there are some overlaps between the research done by PBRC and SOEST, and the three PBRC representatives informed CAB that joining SOEST was a logical and desirable. A few questions from CAB, specifically regarding questions on the re-organization checklist, were then fielded by the PBRC reps.	
PBRC/SOEST REORG DISCUSSION	Following the PBRC presentation, CAB further discussed the re-organization. The draft re-org checklist was discussed, and a few changes were suggested. It was agreed that the proposal made sense and should be forwarded to the SEC for action over the summer.	BG and JP to update the re-org checklist to incorporate suggested changes



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	<p>Some concerns were raised that the larger Senate may have issues with another re-org being pushed through over the summer, and it was suggested that the MFS administrator (J. Kinder) email the MFS to inform them of the proposal, CAB's evaluation of the proposal, and the recommendation that it would be acted upon over the summer by the SEC. MFS members would also be encouraged to reply with any concerns, and J. Kinder will compile these and forward to the SEC.</p> <p>A motion was then made to recommend approval of the PBRC/SOEST re-organization. The motion passed 7-0.</p> <p>It was then recommended that the SEC act on the re-org over the summer. Further, it was recommended that UHMFS Administrator J. Kinder be asked to email the entire UHMFS notifying them of the proposal, the recommendation to approve, and that the SEC will act on it over the summer. The rush being due to a new PBRC Director coming on-board soon, and the language of the re-org would have to be redone if it were to happen after the Director starts. In this email, Senators would be asked to forward any concerns to J. Kinder by June 1. This was agreed to without a formal vote.</p>	<p>DV to forward the checklist to the SEC once completed</p> <p>CAB to notify JK about email to Senators informing them of the decision and timeline</p>
SEC ISSUES	<p>D. Vincent updated CAB about changes in the SEC and the procedure for transitioning to a new SEC for the next academic year. B. Cooney will take over as Chair of the SEC in the interim.</p>	
APPROVAL OF MINUTES	<p>The minutes from the April 29 meeting were unanimously approved.</p>	
ADJOURNMENT	<p>A. Sakaguchi adjourned the meeting at 10:40am</p>	

Respectfully submitted by James Potemra

Approved via email on June 2 2015 with 6 votes in favor of approval and 0 against.