



COMMITTEE ON ADMINISTRATION AND BUDGET
MEETING MINUTES

MEETING DATE: 7 Jan. 2015
LOCATION: Hawaii Hall 208
ATTENDANCE: [P = Present; A = Absent; E = Excused]

MEMBERS		MEMBERS		MEMBERS		GUESTS	TIME
ANGELO, Michael	P	GLAZER, Brian	P	POTEMRA, James	E		
BOULOS, Daniel	P	HARRIGAN, Rosanne	P	SAKAGUCHI, Ann	P		
CHIN, David	P	MANINI, Bonnyjean	E	VINCENT, Doug	P		
CONWAY, Thomas	P	MCKIMMY, Paul	P				

SUBJECT	DISCUSSION / INFORMATION	ACTION / STRATEGY / RESPONSIBLE PERSON
CALL TO ORDER	A. Sakaguchi called the meeting to order at 9:37	
VCAA REORG	CAB discussed VCAA reorg. Changes are minor. CAB discussed the functional statements regarding IT position duties. Questioned if it was all right to give up IT specialist. Discussed concerns about how reorg affects MIRO. "We are concerned about the under resourcing of MIRO" to be added to D. Vincent's draft endorsement. CAB voted and passed unanimously, to amend draft approval and submit to SEC.	
Annual CAB Report	A. Sakaguchi presented a draft of the annual CAB report for review and approval. Discussion of open-ended matter of closure of facilities from past business. Suggested we invite K. Cutshaw to discuss past action items including parking rate increase and general budget situation.	
Budget Task Force Update	Ann asked David to represent CAB in her absence at the past two Budget Task Force (BTF) meetings but two meetings were subsequently cancelled. Next weeks meeting will allow time for a presentation of the RCM model by the RCM Committee. One suggestion was to test RCM model on the Law School. This will be discussed further next week by the BTF but to isolate the model to one school is not helpful since the Law School is so different from other colleges/schools. For the modeling exercises for Responsibility-Centered Management (RCM), Revenue-Based Budgeting (RBB) and Activity-Based Budgeting (ABB) by the BTF,	



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	no actual numbers will be provided; imaginary numbers will be used for the test process. Problem of access to data was discussed. University will need an accurate breakdown of financial data in order to seriously discuss and implement any alternate budget models. Expenses and collection of revenues are unclear in breakdown and make for difficult analysis. Suggested CMS database may contain information we require but it may be protected by certain offices. Suggested to look to Dept. Chairs to collect our own data. It was suggested that any model is better than the current model.	
D. Vincent SEC Update	VCAA will advise faculty senate of a new strategic plan at the January MFS meeting.	
ADJOURNMENT	A. Sakaguchi adjourned the meeting at 10:26	

Respectfully submitted by Dan Boulos

Approved on 28 Jan 2015 with 7 votes in favor of approval and 0 against.