**MANOA FACULTY SENATE**

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

**Meeting Minutes**

**Meeting Date:** 18 April 2013

**Location:** HH-208

**Attendance:** [P = Present; A = Absent; E = Excused]

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

| **Subject** | **Discussion/ Information** | **Action/Strategy/Responsible Person/s** |
| --- | --- | --- |
| **CALL TO ORDER** | Doug Vincent started the meeting at 2:35 PM |  |
| **MINUTES** | The motion to approve the revised minutes passed unanimously. |  |
| **SENATE RECAP** | There was general discussion about the Senate meeting of 4/17. Doug was congratulated on his successful presentation and subsequent approval of the CAB recommendations. |  |
| **ADMIN SALARIES** | This topic will be not be pursued during this term. |  |
| **EFFICIENCY STUDY** | At the Senate meeting, VPAA Johnsrud was made aware of several potential errors in the efficiency study. She indicated that she would look into these. | John will ask the SEC to follow-up on this, and then report back to CAB. |
| **TERM FINAL REPORT** | Doug said this would be the final meeting of the CAB for this term. CAB will submit a report summarizing the committee’s activities over the term. | Doug will write a draft summary and distribute it for comment prior to the May 1 Senate meeting. |
| **ADJOURNMENT** | DV adjourned the meeting at 3:05 PM |  |

Approved on 6 May 2013 with 6 votes in favor of approval and 0 against. Respectfully submitted by James T. Potemra.