Budget Prioritization Workgroup (BPW)

Summary Points of Meeting
September 18, 2009
Hawai‘i Hall Room 309
8:00 am – 10:00 am

Attendees: Kathy Cutshaw, Reed Dasenbrock, Gary Ostrander, Francisco Hernandez, Alan Teramura, Ann Sakuma, Annette Chang, Ashley Maynard, Carl Clapp, Carlos Andrade, Christine Sorensen, David Chin, David Duffy, David Lassner, David Ross, Debra Ishii, Denise Antolini, Donna Vuchinich, Marla Acosta, Mary Boland, Myrtle Ching-Rappa, Nancy Foster, Tim Merrill, Tom Bingham, Tom Ramsey, Maenette Benham, Pat Cooper, Peter Crouch, Gregg Geary, Klaus Keil, Vance Roley, and Barry Weinman.

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Open Forum:
A campus budget briefing will be held on September 23, 2009 at Hemenway Hall room 107 from 9:30am. Factual financial data of where this campus is, what the campus is doing, and what the campus is looking at, will be presented by Kathy Cutshaw. It will be recommended that each dean/director discuss their respective situation with members of their unit. A draft of the presentation will be made to CAB on Tuesday, September 22nd.

September 17th BOR Meeting:
The focus was on how the campuses are meeting strategic goals. Planning and benchmarks fulfilled so far as a System were reviewed. The budget planning process and community colleges gave their presentations. UH Mānoa and West O‘ahu is scheduled to do their presentation at the next BOR meeting scheduled for October 15, 2009.

Data Analysis Sub-group (Peter):
The committee reviewed the draft process proposed by the sub-group in identifying anomalies derived from the data set for analysis and discussion purposes only. Points made by the committee on the draft include:

- Issues, such as efficiencies and qualitative factors, will need to be considered in addition to budget savings.
- The purpose of this exercise is to assist the committee in narrowing down the 100+ campus programs into a shortened list as a starting point for review and discussion.
- Suggest using program review as one of the data points once the anomalies are determined.
• Ensure that the number of publications and how we measure up against other institutions be taken into consideration.
• In addition to reviewing the low-end anomalies, the committee should also analyze the high-end anomalies to identify possible areas for investment.
• During the review process, there may be small units that are under resourced but meets campus priorities.
• Timing is critical and thus, important to move forward in analyzing the data using this process.
• Recommend to take out overhead expenditures from the data matrix.

The committee approved steps 1, 2, and 3. Step 4 to be amended. It was recommended that a subgroup be formed to develop a process to reach action recommendations.

**Committee’s Objective:**
What are the goals of this combined committee?
*To give the chancellor and campus community medium and long-term recommendations to meet budget requirements based upon UH Mānoa’s priorities. It is recommended that the committee also monitor and give feedback on short-term issues affecting the campus.*
Reed to fine tune the objective for committee’s review before it is published on the BPW website.

Recommendations the committee makes need to be tied to the campus’ strategic outcomes.

**Framing Statement (Reed):**
Recommend making write-up simpler and shorter with bullet points for easier reading.
Move section on “Background” to the website.
Ensure data explanation is included in the data spreadsheet along with data dictionary.

**Graduate Tuition Sub-Committee:**
This group, led by David Lassner, is charged with doing an in-depth review of graduate tuition at UH Mānoa.

• How much is the University charging (revenue side) and how much is not being charged (foregone revenue)? Is the perception that there are foregone revenues at graduate schools true?
• RAs and TAs: How much are paid for by grants? What is not?
• Review differential tuition, additional fees, waivers, etc. Are there potential revenue sources?
• Currently, there are no limits to the number of students the University can bring in for free. Does this need to be changed?
• Not all professional schools charge differential tuition. Does this need to be changed?
• Should graduate tuition increase? How does UH Mānoa compare to other Universities? Can the market handle an increase in graduate tuition?
• There are roughly 5,000 graduate students at UH Mānoa. Is this the right number of graduate students? How many are we graduating? How many are being subsidized?

Undergraduate tuition is increasing 20% a year and will probably require no further action in the near future. With the findings of the graduate tuition sub-committee, it is recommended that this group review the amount of overall tuition that goes into financial assistance. UH Mānoa is currently contributing 15% of tuition to financial aid while other campuses are at 20%-30% of tuition.

Discussion is taking place with BOR regarding the 30% cap on non-resident graduate students.

**Outreach College (Reed):**
Action has already been taken to clean-up the financials of Outreach College. OVCAA is working with Outreach to build action plans for each of the departments. The non-credit side is slowly on a deficit reduction trend. The for-credit side is the only area making money. The fee structure back to units will be reduced from 30% to 27% + dropping cross subsidies. A group will be formed to look into this issue more in-depth.

**Upcoming Summary Updates:**
Kathy will cover progress made and outstanding issues under Administration. Francisco will present metrics on student services. Gary will cover RTRF and Reed/Francisco will share enrollment goals.

Revenue sharing and position control to be discussed next week.

**Next Meeting: Friday, September 25, 2009 in Hawai‘i Hall 309 at 8:00 am.**