

Budget Workgroup (BW)

Summary Points of Meeting

February 13, 2009

Hawai'i Hall Room 309

8:00 am – 9:30 am

Attendees: Kathy Cutshaw, Christine Sorensen (CC), Klaus Keil, Annette Chang, Tom Bingham, Ross Christensen, Peter Crouch, Peter Quigley, Francisco Hernandez, Alan Teramura, Marla Acosta, Tom Ramsey, Gary Ostrander, Maenette Benham, Ann Sakuma

CC = Conference Call

GENERAL UPDATES:

- Legislature is putting everything out on the table to ensure all options are considered. There seems to be a greater number of bills being put forward this session, roughly 3,500.

SUB-GROUP UPDATES:

Administration: Kathy

- Non-Mānoa operations on campus will be reviewed at a later date.
- Increase in parking fees is necessary to meet OHA requirements.
- Kennedy Theatre is 65% design completed. If approved to continue, there will be an additional 480 new parking stalls next to the facility.
- Additional parking on lower campus (900 stalls) is still a priority for the campus. Moving forward depends on finding available funding to move Klum Gym.
- University policies are being updated and rewritten and forwarded to System for review and approval. Current Administrative Policies hold FOs responsible. Recommend to move from pre-audit to post-audit review.

Research: Gary

- Overhead recovery: \$24M comes into UH-Manoa from about \$350M in research
 - The nominal rate of 37% does not cover all expenses
 - Realized indirect cost rate is approximately 10% when training grants and other zero earning indirect cost grants are taken into consideration
- RTRF: President's Office (25%) + OVCRGE (75%)
 - OVCRGE share: 2/3 goes back to the research units + 1/3 covers additional requests from units to cover cost-sharing, travel, etc.
 - By statute, RTRF needs to be used for research and training.

- Discussion on moving the Environmental Health and Safety Office (EHSO) and the Office of Research Service (ORS) under OVCRGE to realize efficiencies since the majority, if not all, of functions performed by these departments are related to research.
- Reviewing option to have the Office of the VP for Research share in covering expenses related to other campuses.
- There is 2-5 staff handling compliance at Mānoa compared to the national average of 12-14 staff members.
- Graduate Assistants (GAs): reviewing their compensation structure and health premiums

Student Services: Francisco

- Reviewing option of altering student service hours to 4 days a week 10 hours a day. Consultation with campus units required.
- Reviewing student services that could be converted to fee-based
- Going paperless via automated documents.
- Work at eliminating one form every year.
- Streamline record keeping
- Will concentrate on developing additional options
- Student insurance is based upon temporary customers (students) and thus, lower premiums.

Academic Affairs: Tom B

- Gathering data
- Current semester is one week longer than is required
- Option: put courses on-line and expand distance learning
- Re-evaluate function of Outreach College

Homework: Focus on short-term recommendations by the next meeting. Using the “Working Document” template, insert options and timeline for action.

Next Meeting: Friday, February 20, 2009