

**Budget Workgroup (BW)**

Summary Points of Meeting

February 20, 2009

Hawai'i Hall Room 310F

8:00 am – 9:30 am

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

Not in attendance: Peter Crouch, Gary Ostrander

Guests: Peggy Hong, Tammy Kuniyoshi, Beverly McCreary

COLLECTIVE BARGAINING PROCEDURES:

A major portion of this meeting was dedicated to Collective Bargaining agreements and the terms and conditions regarding employee contracts. Peggy and Beverly presented the conditions of employment for each of the collective bargaining groups as well as terms of employment for non-contract employees.

DEFINITIONS OF “PROGRAM”:

Executive Policy E5.201 Approval of New Academic Programs and Review of Provisional Academic Programs

Section III.A. Definition of a Program

For purposes of Board approval, a new academic program is any sequence of courses or instructional activities:

- Culminating in a Board conferred degree or certificate of achievement (requiring a separate notation on any Board-approved credential);
- Requiring a major commitment of general-funded resources to a new instructional area. A new program shall be considered as requiring such resources if: (a) it requires inclusion of a specific request in the Regents' Budget for a workload or program change appropriation, or (b) it involves a reallocation of resources so extensive that it requires a Board action to terminate the program or programs from which the resources are to be drawn.

Board approval is required for non-general funded academic programs culminating in Board-conferred credentials. It is not required for certificates of completion at the community colleges or subject certificates at the four-year campuses which are conferred by the chief executive officers of those units in accordance with Board of Regents policy. An academic program whose sole credential is such a certificate, however, does require Board approval if it meets the definition of a new program as given above.

Mānoa Process Committee: “Program” is any subset of activities that requires the use of resources, including personnel, space, faculty time, staff time, funds, etc. Individual programs could include specializations, fields of study, sections, division, certificate programs, majors, minors, areas of concentration, tracks, areas, laboratories or clinics, offices, centers, or other labels.

SUMMARY OF CARRY-FORWARD BALANCES:

It was requested that a copy of Manoa’s carry-forward balances (unencumbered cash balances) be posted as part of the minutes. Please see attached.

OUTREACH COLLEGE

A sub-group was formed to look at Outreach College operations.

ATHLETICS:

The BW discussed the Athletics deficit in detail and its potential impact to the campus budget. It was decided that Jim Donovan be invited to the next BW meeting to discuss the overall Athletics financial situation and business plans of the department.

G-FUND HIRES:

The BW expressed concern about Mānoa’s ability to meet future budget cuts (20% = \$19.4M for Mānoa) without affecting employees. The committee recommends that the Chancellor impose a hard freeze on all hires until we have a better idea about the magnitude of the budget cuts.

SURVEY RESULTS:

The results of the Civil Service/APT Campus Priorities Survey (by Committee on Administration and Budget) are now available on the BW website.

<http://www.manoa.hawaii.edu/ovcafo/newbdgtwkgrp/index.html>

Next Meeting: Friday, February 27, 2009

UNIVERSITY OF HAWAII  
UNENCUMBERED CASH BALANCES AS OF 06/30/08

Campus	Special Funds	Revolving Funds
UH Manoa	79,605,098	33,559,514
UH Hilo	9,650,140	887,807
UH West Oahu	1,037,740	106,314
Community Colleges	14,769,095	3,329,206
Systemwide	10,177,525	8,370,782
<b>TOTALS:</b>	<b>115,239,598</b>	<b>46,253,623</b>

UNIVERSITY OF HAWAII  
 FY 2008 ENDING CASH BALANCES BY LEGAL AUTHORITY  
 REVOLVING FUNDS

Fund	Statutory Authority	06/30/08 Unencumbered Cash Balance
UOH-100: Manoa		
State Higher Education Loan Fund	304A-2160, HRS	3,178,940
Commercial Enterprises RF	304A-2251, HRS	884,208
Childcare Programs RF	304A-2252, HRS	(5,717)
Research and Training RF	304A-2253, HRS	24,238,322
Student Health Center RF	304A-2255, HRS	320,629
Transcript and Diploma RF	304A-2256, HRS	317,486
Student Activities RF	304A-2257, HRS	2,646,431
Housing Assistance RF	304A-2258, HRS	7,022,307
Graduate Application RF	304A-2260, HRS	148,312
Athletics RF	304A-2261, HRS	(6,582,823)
Animal Research Farm, Waialeale RF	304A-2262, HRS	87,114
Seed Distribution Program RF	304A-2263, HRS	55,911
Conference Center RF	304A-2264, HRS	409,693
Laboratory School Summer Program RF	304A-2266, HRS	156,403
Real Property and Facilities Use RF	304A-2274, HRS	682,298
<b>Subtotal, Manoa:</b>		<b>33,559,514</b>
UOH-210: Hilo		
Commercial Enterprises RF	304A-2251, HRS	16,814
Research and Training RF	304A-2253, HRS	(3,666)
Transcript and Diploma RF	304A-2256, HRS	56,034
Student Activities RF	304A-2257, HRS	387,783
Graduate Application RF	304A-2260, HRS	-
Athletics RF	304A-2261, HRS	81,583
Conference Center RF	304A-2264, HRS	563
UH Voc & Tech Training Proj RF	304A-2268, HRS	92,302
Hawaiian Language College RF	304A-2270, HRS	44,915
UHH Theatre RF	304A-2271, HRS	79,015
Real Property and Facilities Use RF	304A-2274, HRS	132,055
UHH Parking RF	304A-2275, HRS	409
<b>Subtotal, Hilo:</b>		<b>887,807</b>
UOH-700: West Oahu		
Research and Training RF	304A-2253, HRS	4,799
Transcript and Diploma RF	304A-2256, HRS	44,958
Student Activities RF	304A-2257, HRS	41,278
Center for Labor Ed & Research RF	304A-2267, HRS	15,279
<b>Subtotal, West Oahu:</b>		<b>106,314</b>
UOH-800: Community Colleges		
Commercial Enterprises RF	304A-2251, HRS	9,861
Research and Training RF	304A-2253, HRS	1,275,730
Student Activities RF	304A-2257, HRS	975,006
Conference Center RF	304A-2264, HRS	1,068,609
<b>Subtotal, Community Colleges:</b>		<b>3,329,206</b>
UOH-900: Systemwide		
Commercial Enterprises RF	304A-2251, HRS	2,276,869
Research and Training RF	304A-2253, HRS	6,176,772
UH Discoveries & Inventions RF	304A-2254, HRS	(113,348)
UH Alumni RF	304A-2259, HRS	30,489
<b>Subtotal, Systemwide:</b>		<b>8,370,782</b>
<b>TOTAL CASH BALANCE, REVOLVING FUNDS:</b>		<b>46,253,623</b>

UNIVERSITY OF HAWAII  
 FY 2008 ENDING CASH BALANCES BY LEGAL AUTHORITY  
 SPECIAL FUNDS

Fund	Statutory Authority	06/30/08 Unencumbered Cash Balance
UOH-100: Manoa		
Manoa Malpractice SF	304A-2152, HRS	824,832
Tuition and Fees SF	304A-2153, HRS	29,022,726
Library SF	304A-2155, HRS	124,461
Community Services SF	304A-2156, HRS	(6,945,919)
Auxiliary Enterprises SF	304A-2157, HRS	2,170,091
Student Scholarship & Assistance SF	304A-2159, HRS	-
Hawaii Educator Loan Program SF	304A-2161, HRS	31,647
Center for Nursing SF	304A-2163, HRS	916,019
Hawaii Medical Education SF	304A-2164, HRS	-
State Aquarium SF	304A-2165, HRS	1,001,204
Revenue Undertakings SF	304A-2167.5, HRS	30,637,272
Hawaii Cancer Research SF	304A-2168, HRS	21,822,765
<b>Subtotal, Manoa:</b>		<b>79,605,098</b>
UOH-210: Hilo		
Tuition and Fees SF	304A-2153, HRS	8,401,979
Library SF	304A-2155, HRS	63,614
Community Services SF	304A-2156, HRS	432,171
Auxiliary Enterprises SF	304A-2157, HRS	381,646
Student Scholarship & Assistance SF	304A-2159, HRS	(1,899,646)
Revenue Undertakings SF	304A-2167.5, HRS	2,270,376
<b>Subtotal, Hilo:</b>		<b>9,650,140</b>
UOH-700: West Oahu		
Tuition and Fees SF	304A-2153, HRS	911,498
Library SF	304A-2155, HRS	2,420
Community Services SF	304A-2156, HRS	8,022
Student Scholarship & Assistance SF	304A-2159, HRS	12,396
West Oahu SF	304A-2166, HRS	103,404
<b>Subtotal, West Oahu:</b>		<b>1,037,740</b>
UOH-800: Community Colleges		
Tuition and Fees SF	304A-2153, HRS	8,001,109
Community College SF	304A-2162, HRS	6,858,679
Revenue Undertakings SF	304A-2167.5, HRS	(90,693)
<b>Subtotal, Community Colleges:</b>		<b>14,769,095</b>
UOH-900: Systemwide		
UH Risk Management SF	304A-2151, HRS	3,031,810
Tuition and Fees SF	304A-2153, HRS	3,598,337
UH Info Technology Services SF	304A-2154, HRS	1,026,378
Student Scholarship & Assistance SF	304A-2159, HRS	2,521,000
<b>Subtotal, Systemwide:</b>		<b>10,177,525</b>
<b>TOTAL CASH BALANCE, SPECIAL FUNDS:</b>		<b>115,239,598</b>