

## **Process Committee**

Summary Points of Meeting

November 21, 2008

Hawai'i Hall Room 309

8:00 am – 9:30 am

Attendees: Alan Teramura, Mary Tiles, Ming-Bao Yue, Christine Sorensen, Jaime Sohn, Keith Sakuda, Ann Sakuma

Guest: Dr. Tung Bui

Not in Attendance: Peter Crouch, Ashley Maynard, Walt Niemczura, Klaus Keil, Brian Taylor, Gregg Geary

According to the latest economic forecasts that have come out in the past few days, the overall economic outlook for Hawai'i is worsening and does not look promising until 2010 or later.

Dr. Tung Bui, Chair of Information Technology Management, gave a presentation on decision making, including the Condorcet Principle, the multi-criteria prioritization process, group decision techniques, and characteristics of a “good committee.”

Dr. Bui highlighted the following points regarding decision-making:

- provide proper guidance for units to make informed decisions
- brainstorm all possible options
- seek outside opinions through “town hall meetings” – new perspectives
- take into consideration societal and community values in the prioritization process (especially here in Hawai'i)
- have a contingency plan – thinking ahead and planning accordingly
- ensure that implementation results are monitored for follow-up actions

Information provided by Dr. Bui includes:

- Copy of his power-point presentation
- Academic Affairs Program Prioritization by Washington State University
- A budget reduction proposal by the University of Florida
- A budget town hall discussion by Florida International University

The draft principles, priorities and criteria were reviewed and discussed. Feedback by members emphasized important issues, including the need to identify what Mānoa's intellectual foci and core disciplines are, to establish some form of scoring and weighing of criteria, and to ensure an open and continuous feedback process. Chris will update the draft and disseminate to group.

The principles, priorities, criteria, and process established by this committee should tie into the academic review process being worked on by Academic Affairs.

Important to get away from the notion that things cannot be done because there is no money.

To do list for next meeting:

- 1) Define each criteria more fully
- 2) Identify as many available options as possible
  - Important to state that it is not in the best interest of UH Mānoa to do across the board cuts
- 3) Create a process on how to roll out the information to the departments and units
  - Suggest that a memo be sent from the Chancellor informing the campus community about the Process Committee deliberations and information on the Process Committee website and participation in the feedback process
  - Build a feedback link directly on the Process Committee website which users can access to provide their input
- 4) Identifying a weighing structure for each criteria