



COMMITTEE ON ADMINISTRATION AND BUDGET  
MEETING MINUTES

MEETING DATE: 29 Oct 2014  
LOCATION: Hawaii Hall 208  
ATTENDANCE: [P = Present; A = Absent; E = Excused]

MEMBERS		MEMBERS		MEMBERS		GUESTS	TIME
ANGELO, Michael	P	GLAZER, Brian	P	POTEMRA, James	E		
BOULOS, Daniel	P	HARRIGAN, Rosanne	P	SAKAGUCHI, Ann	P		
CHIN, David	P	MANINI, Bonnyjean	P	VINCENT, Doug	P		
CONWAY, Thomas	P	MCKIMMY, Paul	P				

SUBJECT	DISCUSSION / INFORMATION	ACTION / STRATEGY / RESPONSIBLE PERSON
CALL TO ORDER	A. Sakaguchi called the meeting to order at 10:03am.	
APPROVAL OF MINUTES	The minutes from the last CAB meeting (10/22) were approved. Motion: T. Conway Second: D. Chin, 7 ayes, 2 abstentions	
BUDGET PROCESS UPDATE	A. Sakaguchi circulated the write-up from the Chancellor's Budget Task Force on performance based budgeting as well as the budget graphs from I Mua Mānoa that were distributed at the A & S Faculty Meeting. See Attachments.	
REPORTS ON RCM MODELS	Reports were presented on RCM Models.  D. Boulos presented on Departmental (Indiana U) and College Based Models (Iowa State U). See Attachment, Budget Model Report 1.  M. Angelo presented on RCM Model (Penn). See Attachment, Budget Model Report 2.  B. Glazer presented on RCM Model (Oregon State Univ.). Refer to <a href="http://budgetmodel.uoregon.edu/content/oregon-budget-model-primer">http://budgetmodel.uoregon.edu/content/oregon-budget-model-primer</a>  J. McKimmy and T. Conway did not have enough time to present the RCM Model (Rutgers) but felt that Rutgers was similar to what was shared from the other institutions.	



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<b>SUMMARY OF DISCUSSION</b>	<p>Since teaching students is at the department level it makes sense to push budgeting down to that level. Basic principle is that you want to have funding tied to where decisions are made, where the responsibility is. The Deans and Vice Chancellors should have a pool of money for emergencies or projects that are outside the realm of individual departments. You could find a way to do that.</p> <p>Some schools and colleges are using Outreach College because they can get more funds back. It was noted that Outreach College gets revenue that goes back to the schools and colleges at a higher rate but Outreach College does not contribute back to the campus toward such things as utilities but they are using the facilities. It was shared that one college uses summer school through Outreach College to generate revenue but now the Dean of that college is taking half of the returned tuition revenue from Outreach College and the department isn't getting it. Does Outreach College money come in a timely manner? No, probably late fall from summer.</p> <p>Should we vote to support Ann when she goes to the Chancellor's Budget Task Force to say that we think there needs to be a RCM model for budgeting? Should we reject the performance based model and say we want a RCM model?</p>	
<b>MOTION ON BUDGET MODEL</b>	Recommend that the University of Hawai'i at Mānoa use a RCM-Responsibility Center Management Model for budgeting. Motion: P. McKimmy. Second: R. Harrigan. Unanimously approved.	Committee to work on a motion or resolution for the senate to consider.
<b>NEXT CAB MEETING</b>		
<b>ADJOURNMENT</b>	A. Sakaguchi adjourned the meeting at 11:02am	

Attachments:

Budget Model, Report 1

Budget Model, Report 2

Performance Based Budgeting

I Mua Mānoa Budget Report



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Respectfully submitted by Bonnyjean Manini

Approved on 05 Nov 2014 with 9 votes in favor of approval and 0 against.