

UHCC STRATEGIC PLANNING WORKSGROUP
Record of Proceedings
February 20, 2004
Honolulu Community College.

Attendees:

Mark Silliman, Harry Kawamura, Ramsey Pedersen, Michael Yoshimura, Mike Unebasami, Albert Spencer, Suzanne Aguillar, Peggy Cha, Clyde Sakamoto, Angela Meixell, Francis-Dean Uchima, Floyd McCoy, Neghin Modavi, Pat Patterson, Margie Kelm, John Morton, Mike Rota, James Goodman, Ken Kato, Shirley Daniel, Cheryl Chappell-Long, Sam Prather.

Agenda Items

Introduction

Mike Rota, Associate Vice President Academic Affairs Community Colleges, discussed:

- ❑ Preparing for 2005-6 biennial budget request which is submitted as a 7-campus request
- ❑ External issues on which the plan is based are still valid.

Reviewed Hawai'i planning context in which Strategic Plan document was developed and discussed how it is linked to the budget process.

(Handout – UHCC Strategic Planning Issues: Attachment 2 Alternative Clustering Scheme)

Mike Rota explained how the issues and the “clustering” on the handout were established.

Discussion followed:

- ❑ How do we crosswalk or link the campus, UH community colleges (UHCC) system UH system strategic plan goals
 - ❑ Questions were raised concerning the UHCC strategic plan alignment with WASC (AACJC) requirements and whether campuses could readdress the “clustering” issues/priorities or agree on a methodology/process to address changes to the priorities
 - Mike Rota clarified by reviewing the AACJC procedures of Evaluation, Goal Setting, Resource Distribution, Implementation, Reevaluation, and that this is the process being used for the Strategic Plan.
 - Mike Rota reviewed the process of how the priorities were established, noting that many in attendance today were members of the planning group two years ago.
- Items considered in re-writing the community college system strategic plan:
- The UH community colleges are still single line item in the state appropriations (UOH 800)
 - Mike stated:
 - + That the data drivers for the internal/external issues have not changed
 - + The strategic planning process is lengthy
 - + The budget request must be complete, reviewed and approved by the BOR, and submitted by November 2004.
- ❑ Campuses should conduct campus wide discussions on linking budget resources to the priorities. Campuses may add additional campus-specific items based on campus priorities.
 - ***Our goal is to get to budget items for our next meeting.***

Budget Allocation to Strategic Plan Goals
(Handout – Strategic Plan Goals by Source of Funds)

- Mike Rota stated this was the first cut at a budget allocation to the strategic plan goals. The total additional cost to execute the plan is \$39.5 million.
 - Discussion on the restrictions of the way that the State legislature allocates funds vs. WASC guidance which says that enrollment should drive budgets.
 - Discussion on optimum enrollment vs. headcount increase
 - A general discussion followed on taking-stock presentations using the model established by Kapi`olani. Mike suggested that the BOR will also want the issues covered based on the three categories in the handout – state general funds, planned increases in tuition and fees, and internal reallocation.

UH IRO Middle Series Budget Plan
(Handout UH IRO Middle Series Enrollment Projection 03/02)

- Mike Rota said that the strategic plan planning group determined we should be placed in the middle of our peers in state funds and fees in accordance with the numbers in the Dennis Jones study.
 - Mike Rota reviewed the different plans considered for reaching middle level. Discussions followed on:
 - Reaching middle level for the community colleges through reallocation of funds within the University of Hawai'i formula funding.
 - Discussion and agreement that the community colleges will submit a prioritized list of specific budget items rather than a laundry list of all campus wishes.
 - ***Task for the campus representatives: Go back to the campus, discuss campus goals within the strategic plan, cost out campus priority items. At the next meeting the UHCC Strategic Plan planning group will winnow out and agree upon system priority items.***

Summary

Mike Rota stated that the major external issues are workforce development and remediation. There is an urgency to meet state employment demands. The internal issues have not changed. We have made progress in some – Student Information System (Banner) and teaching load. We have shell. ***Each community college should look at their requirements and bring those back. For internal planning purposes a cumulative 10% increase over two years using the current level was suggested.***

Mike Rota requested each campus to update the handout titled, UHCC Strategic Financial Plan 2002-2003: UH IRO Middle Series Enrollment Projection 03/02, with campus level information and bring to the next meeting. The intent is that after the April meeting, the revised plans will be discussed campus-wide at each community college and polished by the planning group over the summer for submission to the BOR in early fall.

Next Meeting

Friday, April 16, 2004
1:30 pm
Windward Community College