UHWO Pueo Budget Taskforce  
Update 3: 11-04-30

Mahalo for joining today’s meeting. In this update are:

- Agenda for Meeting 3: November 5 from 1 pm to 3 pm
- Updates
- Recommendation presentations for FY21 from each team

1. Meeting 3 Agenda—November 5, 1 pm - 3 pm

https://westoahu.zoom.us/j/99723128278

<table>
<thead>
<tr>
<th>Time</th>
<th>Agenda Item</th>
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<tbody>
<tr>
<td>1 pm</td>
<td>Greetings</td>
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<tr>
<td>1:05</td>
<td>Reaffirmation of Task Force Operating Agreements</td>
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<td></td>
<td>• We are all equals</td>
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<td>• It’s okay to disagree</td>
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<td>• Listen as an ally</td>
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<td>• Honor the time limits</td>
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<td>• Agree not to sabotage the group’s decision</td>
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<td>• State your intentions up front</td>
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<td>• Decisions will be by agreement</td>
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<tr>
<td>1:10</td>
<td>Team 3: Review and discussion of overall cost-center expenditures and</td>
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<td>possible recommendations for cost efficiencies</td>
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<tr>
<td>1:50</td>
<td>Team 1: Facilities and Resource Efficiencies</td>
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<tr>
<td>2:20</td>
<td>Team 2: Maximization of Course Delivery &amp; Offerings</td>
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<tr>
<td>2:50</td>
<td>Review of all Recommendations to be sent in Survey to UHWO stakeholders—</td>
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<td>rank order the recommendations.</td>
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2. Schedule

Week of October 26-30

Meetings

- Meeting 1: October 28 (11 am-1 pm)—All Taskforce members
- M2: October 30 (1-4 pm)—All Taskforce members

Week of November 2-6

- M2: November 2 (11 am -1 pm)—TF Work Teams with Facilitator Support
- M4: Nov. 4—TF TF Work Teams w Fac Support
- M5: Nov. 5 (1-3 pm)—All Taskforce members (*cancel am mtg time)
Output

1. FY 21 Cost Efficiency Recommendations Due 11/5
2. Survey to UHWO; Unit input

Next Step

1. Post results of UHWO input
2. Develop budget proposal & Submit to System Office/BOR (?)

Week of November 9-13

Meetings

- M6: Nov. 9-10— TF Work Teams w Fac Support
- M7: Nov. 12 (10 am-1 pm)—All Taskforce members
- M8: Nov. 12-13— TF Work Teams w Fac Support

Output

1. FY 22 Cost Efficiency & Revenue Generating Investment Recommendations Due 11/12
2. UHWO input

Next Step

1. Post results of UHWO input
2. Develop budget proposal & Submit to System Office/BOR (?)

Week of November 16-20

Meetings

- M9: Nov. 16-18—TF Work Teams w Fac Support
- M10: Nov. 19 (10 am-1 pm)—All Taskforce members

Output

1. FY 23 CE & RGI Recommendations Due 11/19

Next Step

1. Post results of UHWO input
2. Develop budget proposal & Submit to System Office/BOR (?)

Weeks of November 23-25 & November 30-December 2

Meetings

- M11: Nov. 20-23—TF Work Teams w Fac Support
- M12: Nov. 24 (10 am-1 pm)—All Taskforce members

Output
1. FY 24 CE & RGI Recommendations Due 11/24

Next Step

1. Post results of UHWO input
2. Develop budget proposal & Submit to System Office/BOR (?)

Taskforce members (as of 11-2-20):

**Team 1: Facilities & Resource Efficiencies**
Alphie Garcia
Caton Liang
John Murakami
Reed Young

**Team 2: Maximization of Course Delivery & Offerings**
Loea Akiona
Michelle Cohen
Ross Cordy
Mary Heller
Louis Herman
Jenna Marcos
Monique Mironesco
Princess Soares

**Team 3: Cost-Center Analysis**
Ka’iu Akamine
Lori Foo
Ed Keaunui
Frank Kudo
Therese Nakadomari
Marnelli Joy Ulep
Princess Soares

Others not on a work team and are on the Taskforce
Kapono Apao
Jeff Moniz
Jim Kardash
Kevin Ishida
Jan Javinar
Chris Neves

3. Updates

- A request from MNHS to add a faculty member to this Task Force. Please respond to today’s email from me.
- In preparation for the stakeholder survey, we will use the information from the template to present each recommendation. Please complete the Cost Efficiency Recommendation Template and send it to me at least an hour before our meeting tomorrow.

4. Presentation of FY21 Cost Efficiency Recommendations

Team 3: Review and discussion of overall cost-center expenditures and possible recommendations for cost efficiencies

Team 1: Facilities and Resource Efficiencies

Team 2: Maximization of Course Delivery & Offerings
Cost Efficiency Recommendation Template

Team #___ [List the Names of the Team members] Date of Submission
Budget year: Fiscal Year [FY] ___

Recommendation

[Clear, concise statement of action—e.g. The Pueo Budget Taskforce recommends that the UHWO utilize its reserves to meet the projected budget shortfall for FY21 [est. @ $1.1 million]:

Objectives for Reduction/Efficiency

[Clear, concise objectives to be met by the recommended action—e.g. This recommendation will: a. meet the FY21 projected budget shortfall without harming current programs, personnel, and operations; b. allow for additional time to prepare for further budget reductions; c. allow for additional time to develop and implement revenue generating investments.]

Alignment with Campus & UH system mission and vision as well as strategic and other plans

Please address this recommendation meets the UH System Strategic Plan and UHWO Strategic Action Plan (may include other plans like—UHWO’s IAFP).

UH System Strategic Plan

UHWO Strategic Action Plan

A. Optimization Formula [OF] – use of resources on tactics that strategically align with UH System and UH West O‘ahu plans and diversify to increase revenue streams.

B. Customer Value Proposition [CVP] - supports educational experiences that enhance the 21st Century learner-leaders through an engaging, dynamic, state-of-the-art collegiate environment.

C. Value Chain [VC] – introduction of a concentration without incurring cost while optimizing effort and increasing prosperity.

D. Strategic Positioning [SP] - maximizes UH West O‘ahu’s position through leadership, improving differentiation/uniqueness, and advancing our competitive advantage.

Cost Efficiency Savings

For FY ____, this recommendation will meet UHWO’s budget shortfall in the following way...

<table>
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<tr>
<th>Previous Expenditure/Cost (what was spent over the last couple of years)</th>
<th>Proposed Budget Saving (for this Fiscal Year)</th>
<th>Estimated percentage of total Budget Shortfall for this Fiscal Year (FY21 @ $1.1M)</th>
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If appropriate, this alternative recommendation will meet UHWO’s budget shortfall in the following way (to be used for variations of this recommendations)...

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Other Information: