ADMINISTRATORS COUNCIL

Meeting of Wednesday, April 22, 2020

1. Attendance. Chancellor Lui Hokoana convened the special meeting of the Administrators Council at 2:45 p.m., via Zoom. Participating in the video conference were: Kahele Dukelow; T. Karen Hanada; Vice President Erika Lacro; Brian Moto; Laura Lees Nagle; Vice Chancellor Debra Nakama; Deanna Reece; Vice Chancellor David Tamanaha, and Associate Vice President Michael Unebasami.
2. Coronavirus. The Council discussed plans and responses relating to the coronavirus:

Position Vacancies. Unclear yet to what extent exceptions to the hiring freeze will be granted. VP Lacro is interested in knowing what vacant positions may be key. VP Lacro said that it may not be wise to fill any vacancies at this point. AVP Unebasami said Looking at extending Casula Hires, more than filling permanent positions.Given situation there must be a good reason why activity must continue and cannot be accomplished with remaining staff.

Enrollment. VP Lacro nervous by substantial decline in UHMC enrollment. Chancellor Hokoana replied that face-to-face courses registrations have been put on a Wait List. An assessment will be done on April 30 . Laura Nagle did head count for those on Wait List, Current numwer is 591.

Budget Cuts. AVP Unebasami said we must prepare for exigency. Senate Ways and Means Committee has asked for information regarding consequences of 16^, 25% and 30% reductions. UH preparing budget scenarios. 10,16, 25, and 30. UHCC also projecting tuition revenues. Two tuition scnenarios: no change in tuition and fee revenues; 10% reduction in tuition and fee revenues. 8 different scenarios. For each campus, analysis being done regarding fixed costs, assuming lecturers at current level, student help at current level, no projection for Casual Hires and emergency hires. Projections will include other fixed costs, such as utilities. No equipment, motor vehicle expenditures. Project 50% reduction in such spending next year. Need to identify shortage in comparison with 8 different funding scenarios. UH already has an appropriation for Genreral Funds. Governor would have to restrict such GF. Legislature could make cuts in appropriations. To date, Governor’s 10% has not reduced instructional dollars. Right now, cannot accommodate without vertical cuts. Need to look at programs and courses that cannot be kept. These cuts may impact APTs, Civil Service, and Faculty positions. For instructional programs, UH would have to initiate retrenchment process. For tenured faculty, UH would have to give one-year notice. For cifil service 30-6- days,. For APTs, four months. Cuts would go into effect in 2022. Would still need to address current fiscal year. Governor may consider payroll cuts. Total UHCC Carryover funds about $20 million by end of this year. Savings differ from campus to campus. Must look at duplication of programs state-wide. Need to survive until next year. Ritirements will come into play. APTs and Civil Service will go through bumping if there is a Reduction in Force. If terminate a program, would need to address status of currently enrolled students. A 20% across the board paycut would generate about $120 million. A 30% budget cut is $180 million. Lui said that vertical cuts would be pronounced by Board of Regents. In the meantime, can consider and analyze programs and costs. Will probably need to make decisions to prepare for cuts in 2022. UHCC will also have to look at campuses system-wide. Some campuses will be hit harder than others. KapCC is hurting in revenues from nonrisdient students. KCC does not have GF base to cover for revenue loss. Nonresident tuition is 3X the cost of resident tuition. Hope is that State will offer retirement incentives. Mike U said that, Cureently catastrophic reserve is not expected to be used, not until other budget reduction measures have been considered first.

Until we more direction Is given by the Legislature and Governor, Chancellors and others can start looking at programs and considering ways to reduce duplication and operating costs.

Lacro said that mid-My is deadline for deciding whether courses will be face-to-face.

Tammi discussed working with high school graduates, including bridge courses. Starting to cue up short-term workforce training that CCs can offer this year. Some offerings may be shared among campuses, rather than doing seven different versions of the same offering. Would like to have short-term training that leads to employment. In Academic Affairs, efficiencies could be obtained by having campuses working together on online courses.

Karen Hanada asked that UHCC consider need to provide matching funds for certain grants.

Not possible to reduce credit minimum for Hawaii Promise. Statute requires 6 credits. 4 is insufficient.

1. Next Meeting. The Council will participate in a Zoom meeting on Wednesday, April 22, 2020, at 11:00 a.m., with Vice President Lacro.