AGO Meeting
Date: Thursday, October 17, 2019
Time: 1:00-2:00 p.m.
Place: ‘Ilima 202A

AGO meetings in the PAIR process
The PAIR process flow chart was shared.

- Every ARF (allocation request) needs to be tied to a plan.
- The requests will be due to the Department Chairs/Unit Heads, Deans, and Vice Chancellor for review.
- There will be ongoing discussions with the Dept. Chairs, Deans, and Vice Chancellors on the ARFs to vet and prioritize the requests.
- The Vice Chancellor for Administrative Services (VCAS) will compile the ARFs.
- The list of ARFs will be submitted to the AGOs.
- Instead of a Town Hall, the administrators will present their prioritized list of requests to CAC.
- AGOs will rank the requests using a rubric, due March 6, 2020.
- The Budget Committee will make a recommendation to the CAC.
- CAC will vote on the recommendation on April 16, and the Chancellor will make a final decision by May 8, 2020.

ARFs are only requests for new resources for the program or entity. This year, the budgets were distributed on August 1st. If we want to meet a July 1st deadline, we need to make the process earlier.

Our budget is still problematic. Even though there may not be any funding for new resources, the process is important. Funding sometimes comes from the UH System. A prioritized list is needed when funds become available.

The ARF form may be revised to one page. What’s the request and why is it important? How is tied to program improvement?

This year, we will implement a resource prioritization rubric. The total number of points is 30. A section was added for the AGO rubric. The highest number of additional points from each AGO is 7 points. If all AGOs award 7 points, the total is 58 points (30 + 28). By November 17, the AGOs will give the VCAS their rubric measures to show how the 7 points were determined.

The Budget Committee meets monthly; they have vetted this process and their feedback has been incorporated. Faculty Senate is in the process of adding a second person to the Budget Committee. Budget Committee updates are reported at the CAC meetings. It was recommended that the Budget Committee representatives report back to the AGO.

Vice President for Community Colleges Recruitment
● There are meetings on our campus and the meetings will be broadcasted to the rest of UHCC system.
● On the first day, October 23 and November 4, there will be meetings with the AGOs, which will be scheduled by the UHCC Office. At 11:30-12:30pm, there will be lunch in the cafeteria.
● Provide one AGO representative for each lunch. An administrator will also attend the lunch. Send someone who was not able to attend the interview so more people will get to meet the finalists.
● On Oct. 24 and Nov. 5, open forums will be held at Maui College. The forums will be aired at the other campuses through Zoom at 11am.

Vice Chair Student Affairs Candidates
● On October 28 and 30, finalists will meet with students, the Chancellor, executives (including a representative from the UHCC System) and participate in an open forum.
● Instead of an open forum, where anyone can ask a question, each candidate will answer the same 5 questions. Please provide two questions from each AGO. One question will be chosen to ensure the questions are balanced. An additional question will come from the Student Affairs Leadership Team (SALT). [The open forums were changed to include questions from the audience.]

What is the pulse on campus?
Staff Council
● Staff are not happy. They are not expecting to do the same with less. There is no clear plan on how to reduce service levels.
● For Staff, the supervisors have not formally adjusted their performance expectations. The expectation is that they need to perform at the same rate. What services are being reduced?
● There is no direction on what priorities need to get done? Department secretaries lost students employees. What do they do?
● Who should be having those conversations - supervisors, Department Chairs, Deans, Vice Chancellors, Program administrators?
● What are the institutional priorities? It is a good discussion with the supervisor and employee. However, if there are no avenues for negotiation with the supervisors, it should fall on administrators.
● Middle level staff don’t feel they have the authority to make service reductions. Can they close the offices earlier?

Faculty Senate
● For faculty, some are choosing to stop doing the work for which they were receiving TEs. Will it affect their opportunities for promotion? How do you do it without fear or guilt?
● Should the administration talk to the people who have lost TEs and ask them what they were doing? A suggestion was to compile a list of everyone who lost TEs and student employees and find what they were doing. Then, reassign tasks but also knowing it will affect other tasks.
• Faculty Senate decided to keep the Chair position. We might want to do it differently. Can the TEs be split between the Chair and Vice Chair? The policy says that Faculty Senate gets 12 TEs. Faculty Senate can determine how TEs are used.

‘Aha Kalāualani
• Kalāualani lost compensation as well. It was hard as it took so long to receive it. However, we need to look at the bigger picture. Everyone is looking at it from the individual. We need to look at the entire campus. We need to think about what is really important.

Student Congress
• Is this impacting the students? It has not been brought up in Student Congress. A suggestion was to communicate with the student body. It would be good for them to hear about it since it came up in the media. The message is your education is still a priority.

Final Comments
• Staff recognize that the budget cuts needed to happen. How do we move forward now that the cuts have happened? It was not felt evenly across the campus.
• How can the faculty move forward? Some information is shared and somethings are not. What is the role of the faculty senate for the budget? Faculty and staff should not be making budgetary decisions, especially budget cuts. How can we share the responsibility? Moving forward, we need to steward the resources. We need to adjust what we do on the campus. We’ve lost 30% of the students. We need to do things differently now. We need to reprioritize. What do we change now? We made decisions quickly because the need was urgent. The timeline didn’t allow for broad discussion. We had to make the tough decisions.
• Last spring, there was a meeting where we asked for ideas on where we reduce and how to generate revenue.

Announcement
• One of the goals for Student Congress is to tackle food insecurity. Out of 700, there were students that said they had to skip meals. Student Congress is going to give Thanksgiving boxes to students. Staff Council will work with Student Congress.
• Ne’epapa Kalāhū tickets are on sale. Nominations are open.