Minutes

WINDWARD COMMUNITY COLLEGE
BUDGET COMMITTEE

March 6, 2007 Hale ‘Akoakoa 107/109
12:30 pm

Bernadette Howard  Director of VCE
Steven Nakasone  Director of Administrative Services
Angela Meixell  Chancellor
Linka Corbin-Mullikin  Dean of Instruction
Nancy Heu  Acting Assistant Dean of Academic Support
Elizabeth Ashley  Interim Assistant Dean of Instruction
Lui Hokoana  Dean of Student Services
Libby Young  Division I
Marvin Yoshida  Division II
Leslie Opulauoho  Student Services  (excused)
Michael Tom  Academic Support
Student Representative
Kelikokauaikeai Hoe  Puko’a Representative
Evelyn Sugihara  Vocational and Community Education

1. Budget Committee membership

A discussion took place about committee membership. It was decided that a civil service member should be recruited. Lui Hokoana and the chancellor will work with those units to organize, explain the role and communicate the need for representation. It was noted that the faculty senate had expressed concerns about selection and rotation of faculty members, but had not come forward with any suggestions. The chancellor will remind the senate chairs.

2. Operating Budget, ‘07 update and projection for ‘08

Steven Nakasone reviewed the 2006-07 summary budget to date. He pointed out that the “emergency/contingency” fund had been growing due to salary savings and vacancies. The draft shown was not final for revenues. Nakasone recommended that the committee prepare a prioritized list up to approximately $200,000 that would be ready for spending should the contingency funds remain available.
It was suggested that a report be prepared on the internal allocations from last year. Units were to report on the status of expenditures. Units would also look at unfunded requests, and create a new request list for contingency spending. At the next meeting, the new list will be prioritized.

Mr. Nakasone explained that ’08 projections would begin with a negative balance because they would be based on full funding all positions. In ’07 there was significant carryover due to a late emergency appropriation from the legislature. This year, less carryover can be expected.

3. Determine calendar of meetings

The following meetings were set:

April 3rd
April 12
May 1

All at 12:30 in Hale ’Akoakoa 107/109