September 12, 2014

MEMORANDUM

TO: Planning and Budget Council
FROM: Douglas Dykstra, Chancellor
SUBJECT: Purchases and Hiring Authorizations 2014-15

The last act of the Planning and Budget Council during the Spring 2014 season was the prioritization of requests for positions and requests for equipment. The 2014 fiscal year was a strong one for Windward Community College and the college is in position to approve numerous requests from a variety of fiscal sources.

Among the approved spending we may include:

**CIP Renovation** for Imiloa 123 Laboratory Conversion Paid by the new Title III.

**Operating Equipment** as follows:
- Manaleo Classroom Furn/Equip
- Hale ‘Ao Furniture
- Na‘auao Classroom Furniture
  All the foregoing is paid by Summer School Funds.
- Computer Lab Equipment paid by Title III funding
- Vet Tech Equipment and Furniture paid by C3T funding
- Media Equipment Replacement paid by FY 2014 reserves
- Manaleo Faculty Office paid by Summer School
- Naauao Office Furniture paid by Summer School
- Imaginarium Lamps paid by FY 2014 reserves
- Pottery Wheels paid by FY 2014 reserves
- Anatomical Models paid by FY 2014 reserves

**Positions** approved include:
- Mental Health Counselor
- English Instructor
- Assistant Registrar
- Molecular Biology Instructor
- Facilities Use Specialist (pending sinking fund of collected fees for replacement equipment/furniture for Hale Akoakoa mtng rms. & Hale Kuhina mtng. Rm.)
- Math Instructor
- Psychology Instructor
- Web Developer

I have passed over Tutoring Coordinator & Speech Writing Lab Aides and SI aides & Grant Writer. The Math Instructor is critical at this time because Windward Community College performance indicators for Developmental Math have taken a serious downward turn with respect to successful student completions. I have also selected a Psychology Instructor position to fill because it is the highest rated high volume instructional position and there is only one other position that promises to produce surplus revenue beyond the cost of the position. Out of eight positions authorized only the Facilities Use Specialist and the Psychology positions hold the promise of producing expendable revenues. The Web Developer has been added to provide full time support now that the part-time incumbent who has heretofore covered this responsibility is preparing to depart.

**CIP New:**

- Amphitheatre funding available from the new Title III

This passes over the Career and Technical ED Facility because funding is far too expensive and the BOR has a moratorium on new facilities funded with State funds.

**Operating Other:**

- Student Help Hours for Testing Center funded by reserve funds
- Imaginarium Shows: two shows funded by the generosity of a donor
- Canoe Maintenance: Polynesian canoes ignored for years