University of Hawai‘i at Hilo
Long Range Budget Planning Committee
CAS Conference Room
Meeting Minutes – March 10, 2010

Attendance: Lois Fujiyoshi, Phil Castille, Kainoa Ariola, Gail Makuakane-Lundin, Randy Hirokawa, Barbara Leonard, Norm Stahl, Kenny Simmons, Luoluo Hong, Marcia Sakai, Margaret Shiba (guest).

- Margaret Shiba, Senior Director of the University Foundation, provided a handout of an overview of private fundraising at UHH. According to Ms. Shiba, the development office has five staff, three of whom are funded by the Foundation (UHF) for UHH and two funded by Imiloa as UHF employees. The Centennial Campaign brings in the largest amount of funds, averaging about $200,000 annually in the 1990’s and averaging just shy of $2,200,000 over the last seven years. The Endowment Fund has also grown by a couple million dollars annually from what it was ten years ago. UHH does need to improve its marketing of materials to better reflect our mission and not compete with other System universities. This will help in promoting UH Hilo to prospective donors, and Ms. Shiba included a handout on how UH Hilo faculty and staff could assist with private fundraising. The “Overview” will be posted on the LRBPC, the VC Admin Affairs, and the Budget Office web sites.

- Budget/Legislative Update: The House budget recommendations include a reduction of 2.7% to UH, reflecting just under $800,000 for UH Hilo. Council on Revenues to meet 3/11/10 and we’re not certain if additional cuts are going to be announced for FY2010, our current fiscal year. Dr. Fitzsimons will continue to keep LRBPC updated on developments.

- Changes in the UHPA contract required department and division chairs’ stipends to be $300 minimum, retroactive to July 1, 2009. The budget planning will need to include planning for this UHPA contract, which will be challenging for UHH.

The meeting adjourned at 11:45 AM.