

MINUTES
 JABSOM Executive Committee
 Friday, November 21, 2014
 9:00A.M. – 10:30A.M.

Next scheduled meeting: January 16, 2015

Topic	Discussion	Action
IGC Update – Larry Burgess	<p>Final counts for Internal Giving Campaign: 100% executive committee participation</p> <p>Goals: 330 donors & \$270,000 in pledges & gifts Actual: 394 donors (57%) & \$389,000 in pledges & gifts</p>	
Proposal for JABSOM Institutional Diversity Policy – Richard Kasuya and Winona Lee	<p>Richard explained that a lack of a Diversity Policy is a top citation from LCME during visits, and all medical schools across the country are refocusing on having a policy.</p> <p>LCME looks for aggregate data & definitions on medical student body including: recruitment, offers, acceptance, admittance, continued programs & partnerships and administrative faculty. Supporting documentation and narrative responses also required.</p> <p>Committee of 18 was created to draft policy with introduction statement, institutional statement, and objectives.</p> <p>Common citation infractions were studied, current UHM diversity initiatives reviewed, and objectives created.</p> <p>Much of the statements came out of current strategic plans from both JABSOM and University of Hawaii. Objectives meant to be fluid and allow for change.</p> <p>Objective 1: Focus on Students Objective 2: Focus on HR</p> <p>With approval of executive committee, policy to be presented to general faculty on December 10, 2015.</p>	Call for vote, Committee voted and Policy was approved

<p>JABSOM Organizational Chart – Coco Seymour and Jeff Long</p>	<p>Org chart used to reflect accurate reporting flow, capture allocations, tract permanent positions, and express functional statements. Must be approved by Board of Regents.</p> <p>Org chart updated annually to reflect any FTE changes. Each # within the chart boxes represents a UH permanent person/position.</p> <p>Proposed reorg changes. For example: Facilities will go under Ops & CFO and CSD will move under Clinical.</p> <p>Jeff encouraged departments to create their own charts for understanding, especially regarding part time and non-permanent positions which are invisible to the UH org charts.</p> <p>Questions/ feedback can be sent to Jeff.</p>	
<p>JABSOM Budget – Nancy Foster</p>	<p>From 2009-2014 Manoa had \$61 million dollar decrease in state funds. To mitigate some decline has been an increase in tuition which only supplemented about ½ of funds lost.</p> <p>Overall Manoa (including JABSOM) had \$30 million in reserves in 2014 which was cut in half.</p> <p>JABSOM required for first time to present budget and be monitored.</p> <p>Nancy presented budgeting slides. Highlights include:</p> <ul style="list-style-type: none"> • \$15 million general funds in 2005 • \$22.1 million general funds high in 2008 • \$16.4 million general funds in current 2014 • Tuition differential: 40cents/\$1 tuition received • Negotiated with the then Chancellor Hinshaw 85cents/\$1 tuition received • Fiscal 2009 did not receive \$7 million anticipated from UCERA • Current spending at \$45million at \$3million over allocation <p>2014 Reserve spending included:</p> <ul style="list-style-type: none"> • Unfunded collective bargaining increases \$800,000 • Increase in facilities positions from contract to UH workers • Library subscription cost increase 	

	<ul style="list-style-type: none">• Expanded telephone network systems• One time bridging cost• IT upgrades• Payback <p>Some restrictions on G-Funds regarding positions. 2 Tuition buckets: Professional School, Undergraduate & Graduate Dean sets \$20 million for infrastructure</p> <p>Do not use tuition funds to bridge temporary hires coming off grants and contracts, or to fund research supplies and materials.</p> <p>No temporary APT positions or faculty positions to be hired on tuition funds, only extramural funds.</p> <p>Please contact Mariana as a resource for your research funding.</p>	
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