



UNIVERSITY of HAWAII®
KAPI'OLANI
COMMUNITY COLLEGE

Office of the Chancellor

memorandum

October 13, 2020

To: Candy Branson, Chair, Faculty Senate
Richard Halverson, Vice Chair, Faculty Senate

Subject: Response to Resolution 2021, Research Training and Revolving Fund (RTRF)

The Faculty Senate resolution in your memo of October 8, 2020, consisted of two parts: a request for responses to questions and a request for RTRF expenditure reports.

What is the 2020-2021 RTRF allocation and how are these funds being spent?

The College has not received its allocation from Vice President Syrmos' Office. There have been no expenditures to date.

What support services have/will be provided particularly with the closure of the Shared Services Center?

As of today, we have still not been informed as to the level of funding, if any, we will be allocated by the lead campus on the collaborative Title III grant, which had funded the Shared Services positions and which was recently approved for a no-cost extension. Nevertheless, support for grants will continue. Brandon Marc Higa will continue to provide pre-award services as well as other post-award support. The Business Office will provide the support for the financial transactions. All the various grants have been assigned to specific individuals in the Business Office. Finally, administrative support will continue to be provided by Martin Holzgang.

Is there a RTRF reinvestment strategy for the campus?

Will there be funding for grants management positions through RTRF funding?

I've combined these questions because they have the same answer: the reinvestment of RTRF will be the funding of a position to support grants. Our most recent RTRF allocation was approx. \$90,000, providing enough funds for only one position since both salary + fringe benefits must be covered by RTRF.

How are RTRF allocations determined, particularly for those not directly supporting extramural programs.

In prior fiscal years, allocations were made to various entities to support the institution (training infrastructure), professional development (grant capacity building), support offices (managing grants), and various academic units (grant-related activities not covered by grants). The percentages were not based on any pro rata formula nor based on how much grant revenue was generated by the particular unit. I've attached four years of prior campus allocation memos and last year's memo from VP Syrmos via AVP Mike Unebasami. In the current fiscal year (FY 21), all RTRF will be used to support a position to assist in grant management.

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I have attached two spreadsheets: a detailed listing of the charges to the RTRF accounts over the previous three years and a summary of the same information, minus the specific transactions. I would point out that in some instances the name associated with the transaction is the person who did the input, not the person who received the funding.

I acknowledge the Faculty Senate's request for establishing a "campus procedure" for expending RTRF funds; however, my decision to dedicate all RTRF to supporting grants management precludes the need for a procedure and provides the broadest support needed for continued grant development and implementation. Should the efforts of faculty, staff, and administrators lead to significant increases in RTRF revenue beyond the level needed to support an appropriately staffed grants management office, I am open to revisiting the question of a "campus procedure."

**Louise
Pagotto**

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Louise Pagotto
Chancellor

C: Brian Furuto
 Brandon Marc Higa