

University of Hawaii at Hilo, College of Business and Economics

2016-17 BSQ Finances Module

Basic Questions

† = Only data provided for sections or questions marked by a dagger may be published by AACSB International in ways that attribute the data to the school.

* = required field

Copy Icons - Some items will now display a copy icon next to the question. This icon looks like two overlapping sheets of paper. If you see this icon, you can click on it to copy your data for that question from the prior year's survey.

1. Currency In Which You Are Reporting † *

Please remember to report all financial items on the survey in the currency selected here.

		Reported Last Year
Currency	USD-United States Dollars	USD-United States Dollars

2. Business School Relationship with Parent Academic Institution † *

Please select the option that best characterizes your business school's relationship with its parent university or other academic institution:

A) Standard Academic Unit of Parent Institution: My business school is one academic unit among several others, all of which are part of a larger parent university (or other academic institution) from which we derive our degree-granting authority.

B) Semi-/Mostly Autonomous Unit of Parent Institution: My business school is a semi- or mostly autonomous academic unit, but still derives degree-granting authority from a larger parent university (or other academic institution).

C) Independent Institution: My business school is an independent academic institution with its own degree-granting authority, not attached to or dependent on any other academic institution.

		Reported Last Year
Relationship Type	<input checked="" type="radio"/> A <input type="radio"/> B <input type="radio"/> C	A

Optional Opportunity: BSQ Finances Module Survey Discussion Community

If you would like to be included as part of a community to discuss the types of financial data that are most useful for your school and how best to collect and report this data through the BSQ Finances Module, please provide your email address here. This is completely optional and is not required for completion of the survey or by your AACSB membership. If you choose to provide your email address here, you will be added to this learning community to collaborate with the group to provide your knowledge, assistance, and ideas about the BSQ Finances Module to help AACSB evaluate potential questions, methods of data collection, and dissemination options and best meet the needs for our member schools worldwide. You will receive further details about accessing and participating in this newly formed discussion community after the 2014-15 BSQ Finances Module survey data collection has ended.

Email address to opt-in to BSQ Finances Module Discussion Community:	
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University of Hawaii at Hilo, College of Business and Economics

2016-17 BSQ Finances Module

Budgets and Funds (Northern America)

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Please note:

You may enter either the grand totals or the breakdowns in the financial calculations. If there is a number in the total field, the breakdown fields will show as gray. If there is a number in the breakdown field, the total will auto-calculate.

1. Fiscal Year *

This should be the most recently completed fiscal year at the time of the opening of this survey. For the 2016-17 BSQ, the fiscal year used should be complete no later than February 2017. Please do not use current and ongoing fiscal years that will end during this survey's data collection or after this survey closes.

	Month	Year
Ending month and year of your most recently completed fiscal year	Jun	2016

2. Operating Budget † *

Indicate the total business operating budget for the most recent complete 12 month period for which the budget is based. Include business unit faculty and staff salaries and benefits compensation. Estimate benefits compensation if necessary. Include all non-personnel budgets in which expenditures are controlled by the business unit, excluding scholarship payments. Include budgeted earnings from endowments, except those earmarked for scholarships. Include budgeted amount for annual giving.

	\$	Reported Last Year
Operating budget	2,020,019	2,008,252

3. Tuition and Required Fees † *

- o a. Undergraduate degree program academic year tuition and required fees
 Typical total tuition and required fees for a full-time undergraduate business student for the current academic year. The academic year refers to the period of time generally extending from September to June; usually equating two semesters to trimesters, three quarters, or the period covered by a four-one-four plan. Do not include any optional or indirect costs, such as housing, books, utilities, food, personal expenses, transportation or other living expenses. Leave blank only if your school does not offer programs at this level. Enter "0" only if your school does offer programs at this level, but does not charge tuition for them.
- o b. Full-time MBA degree total program tuition and required fees
 Total program costs (from initial enrollment through graduation) tuition and required fees for a full-time MBA student who enters in the current academic year having met all program prerequisites. If necessary, estimate this number. Do not include any optional or indirect costs, such as housing, books, utilities, food, personal expenses, transportation or other living expenses. Leave blank only if your school does not offer programs at this level. Enter "0" only if your school does offer programs at this level, but does not charge tuition for them.
- o c. Part-time MBA degree total program tuition and required fees
 Total program costs (from initial enrollment through graduation) tuition and required fees for a part-time MBA student who enters in the current academic year having met all program prerequisites. If necessary, estimate this number. Do not include any optional or indirect costs, such as housing, books, utilities, food, personal expenses, transportation or other living expenses. Leave blank only if your school does not offer programs at this level. Enter "0" only if your school does offer programs at this level, but does not charge tuition for them.

	My school offers this type of program:	Within Province/State	Out of Province/State	Out of Country	Online
a. Undergraduate degree program academic year tuition and required fees (provide for single academic year only)	<input checked="" type="radio"/> Yes <input type="radio"/> No	7,622	20,662	20,662	
Reported last year		6,912	19,368	19,368	
b. Full-time MBA degree total program tuition and required fees (provide Total Program Costs from initial enrollment through graduation)	<input type="radio"/> Yes <input checked="" type="radio"/> No				
Reported last year					
c. Part-time MBA degree total program tuition and required fees (provide TOTAL PROGRAM COSTS from initial enrollment through graduation)	<input type="radio"/> Yes <input checked="" type="radio"/> No				
Reported last year					

4. Uses of Operating Funds

Report the total operating funds that were expended by the business unit in the most recently completed fiscal year for each category. Break these funds into Salary and Non-Salary amounts. Only include expenditures that are controlled by the business unit. Do not include expenditures by the institution's central administration even if used directly to benefit the business unit, unless otherwise instructed for the specific category. Enter amounts directly on the Total row (row q) only if you are unable to break the uses of funds down into the listed categories.

	Salary Expenditures	Non-Salary Expenditures	Total
a. Degree programs & instructional activity	1,513,760	0	1,513,760
b. Total benefits compensation	30,159	0	30,159
c. Research	0	0	0
d. Public service	0	0	0
e1. Non-degree management education instruction - Open enrollment	0	0	0
e2. Non-degree management education instruction - Custom programs	0	0	0
e3. Non-degree management education instruction - Unallocated	0	0	0
e. Non-degree management education instruction - Total	0	0	0
f. Library	0	0	0
g. Technology	0	0	0
h. Student services and admissions	0	0	0
i. Scholarships	0	0	0
j. Administrative support	303,721	0	303,721
k. Auxiliary enterprises	0	0	0
l. Operation & maintenance of facilities	0	0	0
m. Faculty/staff recruiting expenditures	0	0	0
n. Alumni programs/services	0	0	0
o. Marketing & advertising	0	0	0
p. Other	0	22,341	22,341
q. Total of all uses of operating funds by the business unit	1,847,640	22,341	1,869,981
Total reported last year	1,843,240	60,881	1,904,121

5. Sources of Operating Funds

Include funds received and available to the business unit. Include funds available for benefits compensation in the appropriate category regardless if the business unit controls these funds. Otherwise, include only funds controlled by the business unit.

	Amount
a1. General tuition & fees revenue	2,020,019
a2. Government appropriations (other than grants and contracts)	0
a3. Institutional/University allocations	0
a. General tuition & fees revenue, and government appropriations and institutional/university allocations - Total	2,020,019
b. Other charges to students for educational purposes	0
c1. Government grants and contracts - Research	0
c2. Government grants and contracts - Other	0
c. Government grants and contracts - Total	0
d1. Private contracts – Research	0
d2. Private contracts – Other	0
d. Private contracts - Total	0
e1. Non-degree management education - Open enrollment	0
e2. Non-degree management education - Custom programs	0
e3. Non-degree management education instruction - Unallocated	0
e. Non-degree management education - Total	0
f.1. Private gifts and grants - Capital Purposes (not counted in Total below)	0
f.2. Private gifts and grants - Current Operations: Restricted	0
f.3. Private gifts and grants - Current Operations: Unrestricted	0
g. Total funds received and available from business unit endowment - Total	0
h. Unspent reserve funds from previous years	0
i. Other sources of operating funds	0
j. Total from all sources of operating funds	2,020,019
Total reported last year	2,027,402

6. Fundraising †

For the most recently ended fiscal year, please indicate what percentage of the Private Gifts and Grants amount in lines f.1. through f.3. above came from the following donor sources, in the corresponding columns. Each column should total 100 percent (if used). You will not be able to enter data if no amounts are entered in lines f.1. through f.3. above.

	Capital Purposes Percentage (from row f1)	Current Operations: Restricted Percentage (from row f2)	Current Operations: Unrestricted Percentage (from row f3)
a1. Donations from individuals - Alumni			
a2. Donations from individuals - Non-alumni			
a. Donations from individuals - Total			
b. Donations from private charitable organizations/ foundations			
c. Donations from public organizations/foundations			
d. Donations from corporations			
e. Total			

7. Endowment Market Value † *

Endowment assets consist of gross investments of endowment funds, term endowment funds (e.g., quasi-endowment), and funds functioning as endowment for the business unit and any of its affiliated foundations and other affiliated organizations. If endowment assets are centralized with the institution, indicate only the value of assets whose income is used specifically to support the business unit. Report zero (0) if the institution does not clearly separate endowment by academic units.

In general, an endowment is a sum of money given to an institution with the requirement that its capital value is to be maintained, but the interest on it is to be used to support the work of the institution.

	\$	Reported Last Year
Total market value of the business unit endowment	64,324	64,324

Comments and Suggestions for Budgets & Funds Section

Optional: Please enter any comments or suggestions for this section, including: missing items that would be helpful to include; questions that are particularly relevant (or irrelevant) to your school's context; suggestions on how to improve specific questions; etc. This feedback will remain on file with your survey, but will not be reported in any way that will identify your school. AACSB will use these comments and suggestions to enhance the survey based on member requests.

Comments/Suggestions	Our operating budget is projected to decrease for next academic year.
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University of Hawaii at Hilo, College of Business and Economics

2016-17 BSQ Finances Module

Governance (A&B)

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1. Business School Autonomy † *

For the governance aspects that follow, please indicate the choice that best describes the level of autonomy your business school has with regard to its parent university or institution. Please use the following scale:

Level	Description
1	The business school's parent institution makes the decisions centrally.
2	The business school makes the decisions jointly or in consultation with the parent institution.
3	The business school makes the decisions independently of the parent institution.

	Autonomy Level of Governance Aspect	Reported Last Year
a. Financial Management	<input type="radio"/> 1 <input type="radio"/> 2 <input checked="" type="radio"/> 3 <input type="radio"/> Other (please describe below)	3
b. Determining Teaching Loads	<input type="radio"/> 1 <input type="radio"/> 2 <input checked="" type="radio"/> 3 <input type="radio"/> Other (please describe below)	3
c. Fundraising Efforts	<input type="radio"/> 1 <input type="radio"/> 2 <input checked="" type="radio"/> 3 <input type="radio"/> Other (please describe below)	3
d. Development	<input type="radio"/> 1 <input type="radio"/> 2 <input checked="" type="radio"/> 3 <input type="radio"/> Other (please describe below)	3
e. Management of Overhead Expenses	<input type="radio"/> 1 <input type="radio"/> 2 <input checked="" type="radio"/> 3 <input type="radio"/> Other (please describe below)	3

1.f. "Other" Description †

In the space below, please describe the autonomy level of your school relative to any aspect for which "Other" was indicated in the question above.

	Reported Last Year
Description:	N/A
	N/A

2. Stakeholder Involvement and Influence *

For each of the types of stakeholders, rate their level of involvement in and influence on the determination of the annual business school operating budget and related resource allocation decisions. Use the scale below as a guide. Please leave blank any stakeholders that do not apply to your school.

Level	Involvement	Influence
1	Does not participate/offer input	Input never impacts decisions
2	Minimal participation/input	Input not likely to impact decisions
3	Moderate participation/input	Some input may impact decisions
4	Significant participation/input	Input is likely to impact decisions
5	Sole responsibility	Input essentially determines decision outcomes

	Involvement	Involvement (Reported Last Year)	Influence	Influence (Reported Last Year)
a. University Provost/Chief Academic Officer	x 1 o 2 o 3 o 4 o 5	1	o 1 o 2 x 3 o 4 o 5	3
b. University Finance Office	x 1 o 2 o 3 o 4 o 5	1	x 1 o 2 o 3 o 4 o 5	1
c. University Faculty (e.g., Faculty Senate)	x 1 o 2 o 3 o 4 o 5	1	x 1 o 2 o 3 o 4 o 5	1
d. Business School Dean/Dean's Office	o 1 o 2 o 3 o 4 x 5	5	o 1 o 2 o 3 o 4 x 5	5
e. Business School Department Heads	o 1 o 2 o 3 x 4 o 5	4	o 1 o 2 o 3 x 4 o 5	4
f. Business School Faculty	o 1 o 2 x 3 o 4 o 5	3	o 1 o 2 o 3 x 4 o 5	4
g. Business School Advisory Council(s)	x 1 o 2 o 3 o 4 o 5	1	o 1 o 2 x 3 o 4 o 5	3
h. Faculty Union(s)	x 1 o 2 o 3 o 4 o 5	1	x 1 o 2 o 3 o 4 o 5	1
i. Students	x 1 o 2 o 3 o 4 o 5	1	o 1 x 2 o 3 o 4 o 5	2
j. Accrediting Bodies	x 1 o 2 o 3 o 4 o 5	1	x 1 o 2 o 3 o 4 o 5	1
k. Domestic Government Agencies	x 1 o 2 o 3 o 4 o 5	1	x 1 o 2 o 3 o 4 o 5	1
l. Donors	x 1 o 2 o 3 o 4 o 5	1	x 1 o 2 o 3 o 4 o 5	1

2.m. Business School Influence on University Budget †

Using the 1-5 Influence scale described above, rate the level of influence held by the business school on the overall budget of its parent university or institution.

	Influence	Influence (Reported Last Year)
Business School Influence on University Budget	o 1 o 2 o 3 x 4 o 5	4

2.n. Business School Advisory Council Relations †

If you indicated above that your school has an Advisory Council on row 2.g. above, please indicate which of the following issues were brought to them by the business school for discussion during 2016-17, and which of the following issues were brought by them to the business school for discussion.

If you indicated above that your school does not have an Advisory Council, please go directly to Table 3.

	Brought by B-School to Advisory Council	Brought by Advisory Council to B-School
Budgets, Fund Raising, & Development	x Yes o No	o Yes x No
New Programs or Curricula	x Yes o No	o Yes x No
Faculty Hiring and Retention	o Yes x No	o Yes x No
Research or Research Needs	o Yes x No	o Yes x No
Experiential Learning/Internships	x Yes o No	x Yes o No
Relevance, Currency, Quality of Curriculum	o Yes x No	x Yes o No
Student Quality	o Yes x No	o Yes x No
Student Diversity	o Yes x No	o Yes x No
Desired Skill Sets of Graduates	x Yes o No	x Yes o No
Relationships with Central Administration/Other University Units	o Yes x No	o Yes x No
Other (please specify)	o Yes x No	x Yes o No

	Brought by B-School to Advisory Council	Brought by Advisory Council to B-School
Description of Other (if selected above):		Development of a business plan competition that was implemented this year.

3. Resource Allocation Models † *

Which resource allocation model(s) are used by your business school and/or its parent university or institution?

	Within Business School and Internal Departments	Within Business School (Reported Last Year)	Between Business School and Parent University/Institution	Between Business School and Parent (Reported Last Year)
a. Central-Administration Management (CAM)	<input type="radio"/> Yes <input checked="" type="radio"/> No	No	<input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Don't Know <input type="radio"/> N/A	Yes
b. Responsibility-Centered Management (RCM)	<input checked="" type="radio"/> Yes <input type="radio"/> No	Yes	<input type="radio"/> Yes <input checked="" type="radio"/> No <input type="radio"/> Don't Know <input type="radio"/> N/A	No
c. Other (please specify below:)	<input type="radio"/> Yes <input checked="" type="radio"/> No	No	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Don't Know <input checked="" type="radio"/> N/A	N/A

		Reported Last Year
Other Resource Allocation Model: Please enter the model(s) applied by your business school (and its parent university or institution, if applicable):	N/A	NA

3.d. Alternate Resource Allocation Models †

If there is a resource allocation model, other than that currently in use at your school, that the business school administration believes would be a better fit for your school, please name it and describe how that model would offer more advantages to your school in the box provided:

		Reported Last Year
Alternate Resource Allocation Model(s):	N/A	NA

4. Resource Allocation Factors † *

Please indicate which of the following are factors in the determination of how funds flow from the business school to the parent institution, and from the parent to the business school.

	Factor in Determining Funds Flowing from Business School to Parent University	Business School to Parent (Reported Last Year)	Factor in Determining Funds Flowing from Parent University to Business School	Parent to Business School (Reported Last Year)
a. Number of Students Enrolled	<input checked="" type="radio"/> Yes <input type="radio"/> No	Yes	<input checked="" type="radio"/> Yes <input type="radio"/> No	Yes
b. Teaching Load (as determined by student credit hours, ECTS credits, etc.)	<input checked="" type="radio"/> Yes <input type="radio"/> No	Yes	<input checked="" type="radio"/> Yes <input type="radio"/> No	Yes
c. Amount of Revenue Generated	<input checked="" type="radio"/> Yes <input type="radio"/> No	Yes	<input checked="" type="radio"/> Yes <input type="radio"/> No	Yes
d. Cost per Student	<input checked="" type="radio"/> Yes <input type="radio"/> No	Yes	<input checked="" type="radio"/> Yes <input type="radio"/> No	Yes
e. Other (please describe below)	<input type="radio"/> Yes <input checked="" type="radio"/> No	N/A	<input type="radio"/> Yes <input checked="" type="radio"/> No	N/A

		Reported Last Year
Description of Other Factor(s):	N/A	NA

5. Tuition Collection Model † *

Please select which of the following best describes the model of tuition collection used by your school, at each applicable program level. If the model differs by other factors, please check any that apply:

- A) The business school collects tuition directly from students and pays a certain percentage to the central administration of your school's parent university.
- B) The central administration of your school's parent university collects tuition for all its academic units and allocates the funds to the business school for its operating budget.
- C) Tuition is not collected by the parent university and/or business school.
- D) Other collection model.

	Program Levels Reported on BSQ	Reported Last Year
Program Levels Offered (Read Only)	Undergrad only	Undergrad only

The program levels reported by your school on the main Business School Questionnaire (BSQ) are shown above. In the table below, please answer:

"Yes" if the program level is offered, and the model applies;

"No" if the program level is offered, but the model does not apply; and

"N/A" for all models at any program level that is not offered at your school.

	Undergraduate	(Last Year Undergrad)	Master's	(Last Year Master's)	Doctoral	(Last Year Doctoral)
a. Tuition Collection Model A	<input type="radio"/> Yes <input checked="" type="radio"/> No <input type="radio"/> N/A	No	<input type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> N/A	N/A	<input type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> N/A	N/A
b. Tuition Collection Model B	<input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A	Yes	<input type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> N/A	N/A	<input type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> N/A	N/A
c. Tuition Collection Model C	<input type="radio"/> Yes <input checked="" type="radio"/> No <input type="radio"/> N/A	No	<input type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> N/A	N/A	<input type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> N/A	N/A
d. Tuition Collection Model D	<input type="radio"/> Yes <input checked="" type="radio"/> No <input type="radio"/> N/A	No	<input type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> N/A	N/A	<input type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> N/A	N/A

5.e. Tuition Collection Model Description †

If you selected "D" (or multiple models) for any level in question 5 above, please describe your school's tuition collection model(s):

Description:		Reported Last Year
	N/A	NA

6. Differential Tuition † *

In the table below, please indicate whether or not your business unit:

- a. Charges tuition at a different rate than that of other academic units at your parent university/institution. (Please note that this question refers only to an across-the-board differential rate for the entire business unit.)
- b. Charges tuition at a different rate based on the educational level of the program (e.g., more/less for undergraduate, masters, doctoral, or other program levels).
- c. Charges tuition at a different rate for a specific program or type of program (e.g., more/less for an MBA program, more/less for BSc programs, etc.)

		Reported Last Year
a. Differential Tuition Charged Across the Board?	<input type="radio"/> Yes <input checked="" type="radio"/> No	No
b. Differential Tuition Charged by Program Level?	<input type="radio"/> Yes <input checked="" type="radio"/> No	No
c. Differential Tuition Charged by Program Type?	<input type="radio"/> Yes <input checked="" type="radio"/> No	No

Differential Tuition Rate and Description(s) †

If applicable, please enter the percentage by which your business unit's tuition differs from the standard institutional rate at your parent university/institution in the box for row 6.d. below. Please treat the standard institutional rate as "0", and round to the nearest + or -1 percent (e.g., if your school's tuition rate is 10 percent greater than the standard institutional rate, enter 10.0 in the box provided; if it is 10 percent less, enter -10.0 in the box). This data entry box will not appear if you answer "No" to question 6.a. above.

	Rate	Rate Reported Last Year
d. Across-the-Board Differential Tuition Rate:		

If applicable, please enter a brief description of your school's differential tuition practices by program level and/or program type(s) in the boxes for rows 6.e. and 6.f. below. These data entry boxes will not appear if you answer "No" to questions 6.b. or 6.c. above, respectively.

	Description	Reported Last Year
e. Differential Tuition by Program Level		
f. Differential Tuition by Program Type		

7. Organizational Questions † *

Indicate whether the function or operation is managed or controlled: 1) by the business school; 2) by the university or other parent institution of which the business school is a part; 3) jointly, where the function or operation is controlled and/or budgeted at the institution level but includes staff or resources dedicated to the business school; or 4) independently, where the function or operation is not managed or controlled either by the business school nor the university or other parent institution. Select "N/A" only if the function or operation is not present at all at your school.

	Controlled By:	Reported Last Year
a. Business school or program building (graduate, undergraduate, or executive)	<input type="radio"/> Business School <input type="radio"/> University/Parent Institution <input checked="" type="radio"/> Jointly <input type="radio"/> Independent <input type="radio"/> N/A	Jointly
b. Business library (including databases for research and teaching)	<input type="radio"/> Business School <input checked="" type="radio"/> University/Parent Institution <input type="radio"/> Jointly <input type="radio"/> Independent <input type="radio"/> N/A	University/Parent Institution
c. Career services – undergraduate business	<input type="radio"/> Business School <input checked="" type="radio"/> University/Parent Institution <input type="radio"/> Jointly <input type="radio"/> Independent <input type="radio"/> N/A	University/Parent Institution
d. Career services – graduate business	<input type="radio"/> Business School <input type="radio"/> University/Parent Institution <input type="radio"/> Jointly <input type="radio"/> Independent <input checked="" type="radio"/> N/A	N/A
e. Admissions – undergraduate business	<input type="radio"/> Business School <input checked="" type="radio"/> University/Parent Institution <input type="radio"/> Jointly <input type="radio"/> Independent <input type="radio"/> N/A	University/Parent Institution

f. Admissions – graduate business	<input type="radio"/> Business School <input type="radio"/> University/Parent Institution <input type="radio"/> Jointly <input type="radio"/> Independent <input checked="" type="radio"/> N/A	N/A
g. Development (business school or programs)	<input type="radio"/> Business School <input checked="" type="radio"/> University/Parent Institution <input type="radio"/> Jointly <input type="radio"/> Independent <input type="radio"/> N/A	University/Parent Institution
h. Communications (business school or programs)	<input checked="" type="radio"/> Business School <input type="radio"/> University/Parent Institution <input type="radio"/> Jointly <input type="radio"/> Independent <input type="radio"/> N/A	Business School
i. Business alumni relations	<input type="radio"/> Business School <input checked="" type="radio"/> University/Parent Institution <input type="radio"/> Jointly <input type="radio"/> Independent <input type="radio"/> N/A	University/Parent Institution
j. Academic advising – undergraduate business	<input type="radio"/> Business School <input type="radio"/> University/Parent Institution <input checked="" type="radio"/> Jointly <input type="radio"/> Independent <input type="radio"/> N/A	Jointly
k. Academic advising – graduate business	<input type="radio"/> Business School <input type="radio"/> University/Parent Institution <input type="radio"/> Jointly <input type="radio"/> Independent <input checked="" type="radio"/> N/A	N/A
l. Information technology – academic or administrative support	<input type="radio"/> Business School <input checked="" type="radio"/> University/Parent Institution <input type="radio"/> Jointly <input type="radio"/> Independent <input type="radio"/> N/A	University/Parent Institution
m. Business research center (at least one)	<input type="radio"/> Business School <input type="radio"/> University/Parent Institution <input type="radio"/> Jointly <input type="radio"/> Independent <input checked="" type="radio"/> N/A	N/A
n. Academic assistance center (e.g., tutoring)	<input type="radio"/> Business School <input checked="" type="radio"/> University/Parent Institution <input type="radio"/> Jointly <input type="radio"/> Independent <input type="radio"/> N/A	University/Parent Institution
o. Non-degree executive education center, institute, or facility	<input type="radio"/> Business School <input type="radio"/> University/Parent Institution <input type="radio"/> Jointly <input type="radio"/> Independent <input checked="" type="radio"/> N/A	N/A
p. Student residential housing center or facility	<input type="radio"/> Business School <input checked="" type="radio"/> University/Parent Institution <input type="radio"/> Jointly <input type="radio"/> Independent <input type="radio"/> N/A	University/Parent Institution
q. Management of internship programs	<input checked="" type="radio"/> Business School <input type="radio"/> University/Parent Institution <input type="radio"/> Jointly <input type="radio"/> Independent <input type="radio"/> N/A	Business School

7.r. Independent Operations †

Please describe how any Independent function or operation is controlled/funded:

	Reported Last Year
Description:	N/A
	NA

8. Financial Reporting Software † *

Which of the descriptions provided best characterizes the financial software or platform, if any, used by your business school?

(If your school does not use such software, please answer "Yes" only to line e. below.)

	Type Used?	Type Used? (Reported Last Year)	Name (if applicable)	Name (Reported Last Year)
a. Purchased – “off-the-shelf” product	<input type="radio"/> Yes <input checked="" type="radio"/> No	No		
b. Purchased – customized “off-the-shelf” product	<input checked="" type="radio"/> Yes <input type="radio"/> No	Yes	eThority, Kualii Financial System	eThority, Kualii Financial System
c. Purchased – custom-designed product	<input type="radio"/> Yes <input checked="" type="radio"/> No	No		
d. Internally designed product	<input type="radio"/> Yes <input checked="" type="radio"/> No	No		
e. None used	<input type="radio"/> Yes <input checked="" type="radio"/> No	No		

9. Resources Tracking † *

Please indicate which of the listed persons/groups are responsible for keeping track of the sources and uses of the resources of the business school (whether for the whole school, departments of the school, or individuals at the school):

	Group Tracks?	Reported Last Year
a. Central administration of the parent university/institution	<input type="radio"/> Yes <input checked="" type="radio"/> No	No
b. Dean or dean’s office	<input checked="" type="radio"/> Yes <input type="radio"/> No	Yes
c. Individual department heads/chairs	<input checked="" type="radio"/> Yes <input type="radio"/> No	Yes
d. Individual faculty	<input checked="" type="radio"/> Yes <input type="radio"/> No	Yes

10. Net Flow of Funds Between Business School and University

Please enter the values for lines 10.a., 10.c.1., and 10.c.2. below, to calculate the net flow of funds between your business school and its parent university/institution. A positive net flow amount suggests that the business school provides a net positive cash flow to the parent university/institution. A negative net flow amount suggests that the parent university/institution provides a net positive cash flow to the business school. A net flow of zero suggests there is no net transfer of funds between the business school and parent university/institution.

	Amount	Amount Reported Last Year
a. Total Revenue Generated by Business School		
b. Total Business School Uses of Operating Funds (from Budgets & Funds)	1,869,981	1,904,121
c.1. Total Additional Funds Added to Direct Control of the Business Unit		
c.2. Total Unused Funds from Total Generated Income Retained by the Business Unit		
d. Total of All Business School Funds Spent or Otherwise Added to Direct Control of Business Unit	1,869,981	1,904,121
e. Net Flow of Funds Between Business School and University † (to re-calculate field, click Save and stay here)		

In the two lines that follow, please indicate whether your business school or its parent university/institution collect the revenue amount indicated in line 10.a. above, and then which controls its disbursement after it is collected. If each entity collects or controls part of the listed amount, please indicate that.

	Reported Last Year
f. Collection of Revenue Generated by Business School †	
g. Control of Revenue Generated by Business School †	

Finally, in the box below, please enter any additional contextual information regarding the net flow of operating funds at your school. Please note that all such descriptions are non-confidential.

	Description	Reported Last Year
h. Net Flow Descriptive Comments †		

Comments and Suggestions for Governance Section

Optional: Please enter any comments or suggestions for the Governance section of the BSQ Finances Module, including: missing items that would be helpful to include; questions that are particularly relevant (or irrelevant) to your school’s context; suggestions on how to improve specific questions; etc. This feedback will remain on file with your survey, but will not be reported in any way that will identify your school. AACSB will use these comments and suggestions to enhance the survey based on member requests.

Comments/Suggestions:	
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University of Hawaii at Hilo, College of Business and Economics

2016-17 BSQ Finances Module

Compensation Practices

† = Only data provided for sections or questions marked by a dagger may be published by AACSB International in ways that attribute the data to the school.

* = required field

Copy Icons - Some items will now display a copy icon next to the question. This icon looks like two overlapping sheets of paper. If you see this icon, you can click on it to copy your data for that question from the prior year's survey.

1. Teaching Loads *

A credit hour is a unit of measure representing an hour (50 minutes) of instruction over a 15-week period in a semester or trimester system or 10-week period in a quarter system. It is applied toward the total number of hours needed for completing the requirements of a degree. Do not confuse this with the calendar system, which is the method by which the institution structures most of its courses for the academic year.

ECTS is the European Credit Transfer System and generally is based on an annual basis rather than semesters or quarters. CATS is the Credit Accumulation and Transfer Scheme.

If your business unit offers:

- o Both undergraduate and graduate degrees and if Level of Instruction (undergraduate or graduate):
 - o Does not affect teaching load requirements: Fill out Same Undergraduate and Graduate Load (rows a & b) only in the appropriate semester, quarter, ECTS or CATS columns.
 - o Does affect teaching load requirements: Fill out both Undergraduate Teaching Load (rows c & d) and Graduate Teaching Load (rows e & f) in the appropriate semester, quarter, ECTS or CATS columns.
- o Solely undergraduate degrees: Fill out Undergraduate Teaching Load (rows c & d) only in the appropriate semester, quarter, ECTS or CATS columns below.
- o Solely graduate degrees: Fill out Graduate Teaching Load (rows e & f) only in the appropriate semester, quarter, ECTS or CATS columns below.

Report mean teaching load for the entire 2016-17 academic year. Provide data only in cells that apply to your business unit. Include only full-time tenured and tenure-track (or permanent contract) faculty in your business unit. Do not include faculty members with release time for administrative duties or faculty that hold endowed professorships, but do include those with teaching load reductions. Exclude teaching for additional compensation.

The method of tracking student progress selected by your school in Section A.1. of the main Business School Questionnaire (BSQ) is shown here. You will only be able to use the column(s) in this table that correspond to this selection to enter teaching load data. Please note that changing this variable here will change it in the main BSQ as well.

	Tracking Method				Reported Last Year
Progress Tracking Method indicated on BSQ	<input checked="" type="radio"/> Semester	<input type="radio"/> Quarter	<input type="radio"/> ECTS	<input type="radio"/> CATS	Semester

(Example calculation: With a headcount of 53 faculty, say that 25 taught five courses worth 3 credit hours each during the 2016-17 academic year, and the other 28 taught six. The mean annual teaching load would then be calculated thusly: $[(25 \text{ faculty} \times 5 \text{ courses} \times 3 \text{ credit hours/course}) + (28 \text{ faculty} \times 6 \text{ courses} \times 3 \text{ credit hours/course})] / 53 \text{ total faculty} = 16.58 \text{ credit hours.}$)

	9-10 month contract Semester Credit Hour	11-12 month contract Semester Credit Hour	9-10 month contract Quarter Credit Hour	11-12 month contract Quarter Credit Hour	9-10 month contract ECTS Credits	11-12 month contract ECTS Credits	9-10 month contract CATS Credits	11-12 month contract CATS Credits
Same Undergraduate and Graduate Teaching Load								
a. Number of faculty included (headcount)	11							
b. Mean annual teaching load (applicable credit hours/ECTS or CATS credits)	18.00							
---Report Above For Same--- -----OR----- ----Below For Different----								
Undergrad Teaching Load								
c. Number of faculty included (headcount)								
d. Mean annual teaching load (applicable credit hours/ECTS or CATS credits)								
-----AND / OR-----								
Graduate Teaching Load								
e. Number of faculty included (headcount)								
f. Mean annual teaching load (applicable credit hours/ECTS or CATS credits)								

2. New Hires Compensation Practices *

Please indicate whether or not the particular benefit is available. Where a benefit is available, please provide the number of new hires receiving the benefit and the average annual amount paid (no decimals). Please note that average annual amounts should reflect per person figures. Report for new hires beginning at the business unit in and for the 2016-17 academic year.

	Available?	N New Hires Receiving Benefit	Average Annual Amount	Reported Available Last Year	N New Hires Receiving Last Year	Average Annual Amount Reported Last Year
a. Moving expenses	<input type="radio"/> Yes <input checked="" type="radio"/> No			No		
b. Signing bonus (not part of base salary)	<input type="radio"/> Yes <input checked="" type="radio"/> No			No		
c. Guaranteed research funds for one year	<input type="radio"/> Yes <input checked="" type="radio"/> No			No		
d. Guaranteed research funds for two years	<input type="radio"/> Yes <input checked="" type="radio"/> No			No		
e. Guaranteed research funds for three years	<input type="radio"/> Yes <input checked="" type="radio"/> No			No		
f. Guaranteed teaching load reduction for one year	<input type="radio"/> Yes <input checked="" type="radio"/> No			No		
g. Guaranteed teaching load reduction for two years	<input type="radio"/> Yes <input checked="" type="radio"/> No			No		
h. Guaranteed teaching load reduction for three years	<input type="radio"/> Yes <input checked="" type="radio"/> No			No		
i. Other: please specify below	<input type="radio"/> Yes <input checked="" type="radio"/> No			No		
j. Other: please specify below	<input type="radio"/> Yes <input checked="" type="radio"/> No			No		
k. Other: please specify below	<input type="radio"/> Yes <input checked="" type="radio"/> No			No		

	Other Descriptions	Reported Last Year
Please specify i. Other above if used		
Please specify j. Other above if used		
Please specify k. Other above if used		

3. Work Outside Scope of Contract *

Does your business unit compensate full-time faculty for work outside the scope of a 9-10 or 11-12 month contract, such as summer school or overload? Please do not consider administrative duties such as dean, associate dean or department chair in responding to this question.

		Reported Last Year
Pay for work outside scope of contract?	<input checked="" type="radio"/> Yes <input type="radio"/> No	Yes

4. Full-time Faculty Compensation Practices *

Indicate if the particular benefit is available or not and provide the total number of full-time faculty receiving additional compensation and the average annual amount paid (no decimals). Please note that average annual amounts should reflect per person figures. Report for all of the 2016-17 academic year.

	Available?	N FT Faculty Receiving Added Comp	Average Annual Amount	Reported Available Last Year	N FT Faculty Receiving Last Year	Average Annual Amount Reported Last Year
a. Summer research funds	<input type="radio"/> Yes <input checked="" type="radio"/> No			No		
b. Summer teaching compensation	<input type="radio"/> Yes <input checked="" type="radio"/> No			No		
c. Overload/stipends for teaching credit courses	<input checked="" type="radio"/> Yes <input type="radio"/> No	1	5,960	Yes	1	3,682
d. Stipends for teaching non-credit courses	<input type="radio"/> Yes <input checked="" type="radio"/> No			No		
e. Additional funds for research	<input checked="" type="radio"/> Yes <input type="radio"/> No	12	1,000	Yes	12	1,000
f. Additional pay for administrative duties (above and beyond teaching/research)	<input checked="" type="radio"/> Yes <input type="radio"/> No	1	3,600	Yes	2	3,600
g. Additional pay for teaching at international partner institution(s)	<input type="radio"/> Yes <input checked="" type="radio"/> No			No		
h. Additional pay for production of intellectual contributions beyond expected standards	<input type="radio"/> Yes <input checked="" type="radio"/> No			No		
i. Other: please specify below	<input type="radio"/> Yes <input checked="" type="radio"/> No			No		
j. Other: please specify below	<input type="radio"/> Yes <input checked="" type="radio"/> No			No		
k. Other: please specify below	<input type="radio"/> Yes <input checked="" type="radio"/> No			No		

	Other Descriptions	Reported Last Year
Please specify i. Other above if used		
Please specify j. Other above if used		
Please specify k. Other above if used		

Comments and Suggestions for Compensation Practices Section

Optional: Please enter any comments or suggestions for the Compensation Practices section of the BSQ Finances Module, including: missing items that would be helpful to include; questions that are particularly relevant (or irrelevant) to your school's context; suggestions on how to improve specific questions; etc. This feedback will remain on file with your survey, but will not be reported in any way that will identify your school. AACSB will use these comments and suggestions to enhance the survey based on member requests.

Comments/Suggestions	
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