

Based upon the 2009-2010 fiscal year indicate what things that your campus is doing to hold down costs?

Name of Institution:

2-year Summary

Cost Saving Efforts		Yes	No	Estimated Annual Savings
Utilities				
	Retrofitting with energy-efficient lighting, timers, etc.	12	10	\$ 111,341
	Retooling HVAC controls	13	9	134,963
	Replacing windows	4	18	80,750
	Other describe:	10	12	267,690
	Other describe:	5	17	3,000
	Other describe:	2	20	6,000
	Total Utilities	46	86	\$ 603,744
Personnel				
	Not fully implementing the pay plan	6	16	\$ 396,819
	Consolidating departments	6	16	292,765
	Staff reductions or reorganizations	10	12	760,366
	Temporary saving by keeping vacancies open	16	6	1,249,473
	Hiring of temporary or adjunct faculty	16	6	1,196,736
	Hiring of temporary or part-time staff in lieu of fulltime staff	14	8	475,151
	Reduction in Student Support staff	1	21	-
	Reduction in maintenance staff	4	18	53,789
	Reduction in campus security	1	21	-
	Defer salary increases	11	11	1,450,155
	Reduce employee benefit packages	4	18	88,517
	Early retirement incentives for long-term employees	3	19	2,000
	Closing academic programs with low enrollments	7	15	366,715
	Other describe:	4	18	220,359
	Other describe:	1	21	58,816
	Other describe:	0	22	-
	Total Personnel	104	248	\$ 6,611,661
Operating Budget Cuts				
	Reduce Travel budget	13	9	\$ 197,706
	Revised travel policy	7	15	36,000
	Reduction in office and teaching supplies	6	16	350,130
	Reduce printing of materials	11	11	61,700
	Reduce library holdings or subscriptions	7	15	48,787
	Change computer replacement policy	8	14	91,000
	Changed academic schedule to create efficiencies	8	14	118,885
	Centralization of printing	3	19	4,000
	4 day work week in summer for employees	11	11	135,029
	Other describe:	8	14	574,113
	Other describe:	4	18	125,401
	Other describe:	1	21	98,981
	Total Operating	87	177	\$ 1,841,732

Based upon the 2009-2010 fiscal year indicate what things that your campus is doing to hold down costs?

Name of Institution: Arkansas Northeastern College

Cost Saving Efforts	Y or N	Estimated Annual Savings	Notes
Utilities			
Retrofitting with energy-efficient lighting, timers, etc.	Y	\$ 24,000	Main Campus
Retooling HVAC controls	Y	3,000	Burdette Center
Replacing windows	Y	1,000	Main Campus
Other describe: Installation of Entrance Vestibules	Y	6,000	Main Campus
Other describe: Automated Computer Lab Shutdown Software	Y	2,000	Main Campus
Other describe: Weekend Power-down	Y	6,000	Main Campus
Total Utilities		\$ 42,000	
Personnel			
Not fully implementing the pay plan	N	\$ -	
Consolidating departments	N	-	
Staff reductions or reorganizations	Y	25,000	Info Services
Temporary saving by keeping vacancies open	Y	25,000	Student Services
Hiring of temporary or adjunct faculty	Y	20,000	Nursing
Hiring of temporary or part-time staff in lieu of fulltime staff	N		
Reduction in Student Support staff	N		
Reduction in maintenance staff	N		
Reduction in campus security	N		
Defer salary increases	N		
Reduce employee benefit packages	N		
Early retirement incentives for long-term employees	Y	-	None in 2009-10
Closing academic programs with low enrollments	Y	40,000	Drafting
Other describe:	N		
Other describe:	N		
Other describe:	N		
Total Personnel		\$ 110,000	
Operating Budget Cuts			
Reduce Travel budget	N	\$ -	
Revised travel policy	N	-	
Reduction in office and teaching supplies	Y	10,000	
Reduce printing of materials	Y	10,000	
Reduce library holdings or subscriptions	N		
Change computer replacement policy	N		
Changed academic schedule to create efficiencies	Y	2,000	4-day summer sch.
Centralization of printing	N		
4 day work week in summer for employees	N		
Other describe:	N		
Other describe:	N		
Other describe:	N		
Total Operating		\$ 22,000	
Total Savings		\$ 174,000	

Based upon the 2009-2010 fiscal year indicate what things that your campus is doing to hold down costs?

Name of Institution: Arkansas State University-Beebe

Cost Saving Efforts	Y or N	Estimated Annual Savings	Notes
Utilities			
Retrofitting with energy-efficient lighting, timers, etc.	N	\$ -	Plans in place for FY 2011.
Retooling HVAC controls	N		
Replacing windows	N		
Other describe: Utility Conservation Initiatives	Y	75,000	
Other describe:	N		
Other describe:	N		
Total Utilities		\$ 75,000	
Personnel			
Not fully implementing the pay plan	Y	\$ 133,603	All programs meet enrollment minimums.
Consolidating departments	N		
Staff reductions or reorganizations	Y	29,984	
Temporary saving by keeping vacancies open	Y	161,319	
Hiring of temporary or adjunct faculty	N		
Hiring of temporary or part-time staff in lieu of fulltime staff	N		
Reduction in Student Support staff	N		
Reduction in maintenance staff	N		
Reduction in campus security	N		
Defer salary increases	Y	327,005	
Reduce employee benefit packages	N		
Early retirement incentives for long-term employees	N		
Closing academic programs with low enrollments	N		
Other describe:	N		
Other describe:	N		
Other describe:	N		
Total Personnel		\$ 651,911	
Operating Budget Cuts			
Reduce Travel budget	N	\$ -	Eliminated 3-yr replacement to as needed
Revised travel policy	N	-	
Reduction in office and teaching supplies	N		
Reduce printing of materials	N		
Reduce library holdings or subscriptions	N		
Change computer replacement policy	Y		
Changed academic schedule to create efficiencies	N	-	
Centralization of printing	N		
4 day work week in summer for employees	N		
Other describe:	N		
Other describe:	N		
Other describe:	N		
Total Operating		\$ -	
Total Savings		\$ 726,911	

Based upon the 2009-2010 fiscal year indicate what things that your campus is doing to hold down costs?

Name of Institution: Arkansas State University - Mountain Home

Cost Saving Efforts	Y or N	Estimated Annual Savings	Notes
Utilities			
Retrofitting with energy-efficient lighting, timers, etc.	N		
Retooling HVAC controls	Y	20,724	
Replacing windows	N		
Other describe:	N		
Other describe:	N		
Other describe:	N		
Total Utilities		\$ 20,724	
Personnel			
Not fully implementing the pay plan	Y	\$ 43,000	
Consolidating departments	Y	100,000	Multiple academic departments in one division
Staff reductions or reorganizations	Y	60,255	Shifting of salaries to grant funded positions
Temporary saving by keeping vacancies open	N		
Hiring of temporary or adjunct faculty	Y	503,700	Includes both adjunct faculty and full-time faculty overload pay
Hiring of temporary or part-time staff in lieu of fulltime staff	N		
Reduction in Student Support staff	N		
Reduction in maintenance staff	N		
Reduction in campus security	N		
Defer salary increases	Y	118,000	
Reduce employee benefit packages	N		
Early retirement incentives for long-term employees	N		
Closing academic programs with low enrollments	N		
Other describe:	N		
Other describe:	N		
Other describe:	N		
Total Personnel		\$ 824,955	
Operating Budget Cuts			
Reduce Travel budget	Y	\$ 8,938	
Revised travel policy	N	-	
Reduction in office and teaching supplies	N		
Reduce printing of materials	N		
Reduce library holdings or subscriptions	N		
Change computer replacement policy	N		
Changed academic schedule to create efficiencies	N	-	
Centralization of printing	N		
4 day work week in summer for employees	N		
Other describe: Partnerships with other institutions or local business	Y	\$ 278,000	
Other describe: Shift travel expense to other funding sources	Y	\$ 7,355	
Other describe:	N		
Total Operating		\$ 294,293	
TOTAL		\$ 1,139,972	

Based upon the 2009-2010 fiscal year indicate what things that your campus is doing to hold down costs?

Name of Institution: Arkansas State University - Newport

Cost Saving Efforts	Y or N	Estimated Annual Savings	Notes
Utilities			
Retrofitting with energy-efficient lighting, timers, etc.	Y	\$ 51,500	Marked Tree - Building Renov.
Retooling HVAC controls	Y	28,000	
Replacing windows	Y	70,000	
Other describe:	Y	39,000	
Other describe:	N		
Other describe:	N		
Total Utilities		\$ 188,500	
Personnel			
Not fully implementing the pay plan	Y	\$ 51,464	47 Adjunct faculty used. Seasonal on as needed basis.
Consolidating departments	Y	-	
Staff reductions or reorganizations	Y	108,660	
Temporary saving by keeping vacancies open	Y	193,930	
Hiring of temporary or adjunct faculty	Y		
Hiring of temporary or part-time staff in lieu of fulltime staff	Y		
Reduction in Student Support staff	N	-	
Reduction in maintenance staff	N	-	
Reduction in campus security	N	-	
Defer salary increases	N	-	
Reduce employee benefit packages	N	-	
Early retirement incentives for long-term employees	N	-	
Closing academic programs with low enrollments	N	-	
Other describe:	N		
Other describe:	N		
Other describe:	N		
Total Personnel		\$ 354,054	
Operating Budget Cuts			
Reduce Travel budget	N	\$ -	Executive Council approves out-of-state travel.
Revised travel policy	N	-	
Reduction in office and teaching supplies	N		
Reduce printing of materials	N		
Reduce library holdings or subscriptions	N		
Change computer replacement policy	N		
Changed academic schedule to create efficiencies	N	-	
Centralization of printing	N		
4 day work week in summer for employees	N		
Other describe:	N		
Other describe:	N		
Other describe:	N		
Total Operating		\$ -	
Total Savings		\$ 542,554	

Based upon the 2009-2010 fiscal year indicate what things that your campus is doing to hold down costs?

Name of Institution: Black River Technical College

Cost Saving Efforts	Y or N	Estimated Annual Savings	Notes
Utilities			
Retrofitting with energy-efficient lighting, timers, etc.	N	\$ -	Replaced old thermostats with digital
Retooling HVAC controls	Y		
Replacing windows	N		
Other describe:	N		
Other describe:	N		
Other describe:	N		
Total Utilities		\$ -	
Personnel			
Not fully implementing the pay plan	N	\$ -	
Consolidating departments	N		
Staff reductions or reorganizations	N		
Temporary saving by keeping vacancies open	N		
Hiring of temporary or adjunct faculty	N		
Hiring of temporary or part-time staff in lieu of fulltime staff	N		
Reduction in Student Support staff	N		
Reduction in maintenance staff	N		
Reduction in campus security	N		
Defer salary increases	N		
Reduce employee benefit packages	N		
Early retirement incentives for long-term employees	N		
Closing academic programs with low enrollments	N		
Other describe:	N		
Other describe:	N		
Other describe:	N		
Total Personnel		\$ -	
Operating Budget Cuts			
Reduce Travel budget	N	\$ -	
Revised travel policy	N	-	
Reduction in office and teaching supplies	N		
Reduce printing of materials	N		
Reduce library holdings or subscriptions	N		
Change computer replacement policy	N		
Changed academic schedule to create efficiencies	N	-	
Centralization of printing	N		
4 day work week in summer for employees	Y	30,000	
Other describe: maintenance and operations (travel, supplies, services	N		
Other describe:	N		
Other describe:	N		
Total Operating		\$ 30,000	
Total Savings		\$ 30,000	

Based upon the 2009-2010 fiscal year indicate what things that your campus is doing to hold down costs?

Name of Institution: Cossatot Community College of the University of Arkansas

Cost Saving Efforts	Y or N	Estimated Annual Savings	Notes
Utilities			
Retrofitting with energy-efficient lighting, timers, etc.	N	\$ -	
Retooling HVAC controls	N		
Replacing windows	N		
Other describe: Programmable Thermostats	Y	15,000	
Other describe:	N		
Other describe:	N		
Total Utilities		\$ 15,000	
Personnel			
Not fully implementing the pay plan	Y	\$ 37,500	Implemented 1/2 pay plan
Consolidating departments	N		
Staff reductions or reorganizations	Y	22,750	
Temporary saving by keeping vacancies open	Y	28,455	
Hiring of temporary or adjunct faculty	Y	12,650	
Hiring of temporary or part-time staff in lieu of fulltime staff	Y	15,275	
Reduction in Student Support staff	N		
Reduction in maintenance staff	N		
Reduction in campus security	N		
Defer salary increases	N		
Reduce employee benefit packages	N		
Early retirement incentives for long-term employees	N		
Closing academic programs with low enrollments	N		
Other describe:	N		
Other describe:	N		
Other describe:	N		
Total Personnel		\$ 116,630	
Operating Budget Cuts			
Reduce Travel budget	Y	\$ 17,000	
Revised travel policy	N	-	
Reduction in office and teaching supplies	N		
Reduce printing of materials	N		
Reduce library holdings or subscriptions	N		
Change computer replacement policy	N		
Changed academic schedule to create efficiencies	N	-	
Centralization of printing	N		
4 day work week in summer for employees	N		
Other describe:	N		
Other describe:	N		
Other describe:	N		
Total Operating		\$ 17,000	
Total Savings		\$ 148,630	

Based upon the 2009-2010 fiscal year indicate what things that your campus is doing to hold down costs?

Name of Institution: Eastern Arkansas Community College

Cost Saving Efforts	Y or N	Estimated Annual Savings	Notes
Utilities			
Retrofitting with energy-efficient lighting, timers, etc.	Y	\$ 7,500	Work currently in process
Retooling HVAC controls	Y	25,000	Work currently in process
Replacing windows	N		
Other describe:	N		
Other describe:	N		
Other describe:	N		
Total Utilities		\$ 32,500	
Personnel			
Not fully implementing the pay plan	N	\$ -	
Consolidating departments	Y	24,500	
Staff reductions or reorganizations	Y	61,000	
Temporary saving by keeping vacancies open	Y	132,200	
Hiring of temporary or adjunct faculty	Y	40,000	
Hiring of temporary or part-time staff in lieu of fulltime staff	Y	40,000	
Reduction in Student Support staff	N		
Reduction in maintenance staff	N		
Reduction in campus security	N		
Defer salary increases	N		
Reduce employee benefit packages	N		
Early retirement incentives for long-term employees	N		
Closing academic programs with low enrollments	N		
Other describe:	N		
Other describe:	N		
Other describe:	N		
Total Personnel		\$ 297,700	
Operating Budget Cuts			
Reduce Travel budget	N	\$ -	
Revised travel policy	Y	20,000	
Reduction in office and teaching supplies	N		
Reduce printing of materials	N		
Reduce library holdings or subscriptions	N		
Change computer replacement policy	N		
Changed academic schedule to create efficiencies	Y	25,000	
Centralization of printing	N		
4 day work week in summer for employees	N		
4.5 day work week in summer for employees	Y	25,000	
Other describe:	N		
Other describe:	N		
Total Operating		\$ 70,000	
Total Savings		\$ 400,200	

Based upon the 2009-2010 fiscal year indicate what things that your campus is doing to hold down costs?

Name of Institution: **Mid-South Community College**

Cost Saving Efforts	Y or N	Estimated Annual Savings	Notes
Utilities			
Retrofitting with energy-efficient lighting, timers, etc.	Y	\$ -	MSCC has the majority of their building on electronic controls that are monitored and temperatures set with a central control system. MSCC applied for and received ARRA funding totaling 270,000 to replace the old boiler system in the Southland Greyhound building with a more energy efficient system.
Retooling HVAC controls	Y		
Replacing windows	N		
Other describe:	N		
Other describe:	N		
Other describe:	N		
		\$ -	
Personnel			
Not fully implementing the pay plan	N	\$ -	MSCC fully implemented the new pay plan adopted by the State of Arkansas July 1, 2009
Consolidating departments	N		
Staff reductions or reorganizations	N		
Temporary saving by keeping vacancies open	Y		MSCC reviews and evaluates every new vacancy to determine potential cost savings. Currently non-essential vacancies are not being filled. MSCC headcount increased 22% fall 2009 from fall 2008 and another 17% spring 2010 from spring 2009. Although this is a considerable increase, MSCC did not hire additional full time faculty and staff but instead the staff absorbed the extra load and we only hire adjunct faculty to handle the additional classes.
Hiring of temporary or adjunct faculty	Y		
Hiring of temporary or part-time staff in lieu of fulltime staff	Y	76,104	Full time positions budgeted for 2009-2010 put on hold and part time persons hired to fill some positions.
Reduction in Student Support staff	N		
Reduction in maintenance staff	Y	25,799	Vacancy put on hold for 2009-2010
Reduction in campus security	N		
Defer salary increases	Y		Non-Classified faculty and staff did not receive a cost of living raise in 2009-2010
Reduce employee benefit packages	Y		MSCC is a member of the AHEC consortium and due to their cost containment there has been no increase in premiums for 2 years.
Early retirement incentives for long-term employees	N		
Closing academic programs with low enrollments	N		
Other describe:	Y		Due to MSCC's aggressive pursuit of federal funding, 1 in 3 people are funded by grants and not state funds.
Other describe:	N		
Other describe:	N		
Total Personnel		\$ 101,903	
Operating Budget Cuts			
Reduce Travel budget	Y	\$ -	All travel requests are approved by the EVP to ensure need and efficient use of funds.
Revised travel policy	N	-	
Reduction in office and teaching supplies	Y		MSCC implements a zero based budget annually to help ensure efficient allocation of funds. MSCC is implementing a software that records all print and copy jobs for the college. This enables supervisors to monitor usage in their department to reduce waste.
Reduce printing of materials	Y		
Reduce library holdings or subscriptions	Y		MSCC has reduced library holdings over the past several years utilizing computer accessible books and subscriptions. MSCC is on a 5 year computer replacement schedule and utilizes each computer to it fullest.
Change computer replacement policy	Y		
Changed academic schedule to create efficiencies	N	-	
Centralization of printing	N		
4 day work week in summer for employees	Y		MSCC implemented a 4 day summer work week to save on utilities cost.
Other describe:	N		
Other describe:	N		
Other describe:	N		
Total Operating		\$ -	
Total Savings		\$ 101,903	

Based upon the 2009-2010 fiscal year indicate what things that your campus is doing to hold down costs?

Name of Institution: North Arkansas College

Cost Saving Efforts	Y or N	Estimated Annual Savings	Notes
Utilities			
Retrofitting with energy-efficient lighting, timers, etc.	Y	\$ 2,400	Replaced light fixtures and installed motion switches on two campuses
Retooling HVAC controls	Y	24,000	Replaced HVAC with more efficient units and added computer regulated control system
Replacing windows	N		
Other describe:	N		
Other describe:	N		
Other describe:	N		
Total Utilities		\$ 26,400	
Personnel			
Not fully implementing the pay plan	N	\$ -	
Consolidating departments	Y	5,000	Merged Machine Shop Technology, Construction Technology and CAD-Drafting into one Engineering technology Department
Staff reductions or reorganizations	Y	90,900	Reorganized and eliminated an Executive Director/Dean position
Temporary saving by keeping vacancies open	Y	3,000	A built-in two week advertising period.
Hiring of temporary or adjunct faculty	Y	37,100	More hiring of adjunct faculty to meet enrollment growth
Hiring of temporary or part-time staff in lieu of fulltime staff	Y	9,000	Using part-time summer help to meet increase of service requirements in the Physical Plant Department
Reduction in Student Support staff	N		
Reduction in maintenance staff	N		
Reduction in campus security	N		
Defer salary increases	Y		No raise for contract employees in 2009-10, a 0.7% increase planned for 2010-2011
Reduce employee benefit packages	N		
Early retirement incentives for long-term employees	Y	2,000	Four employees retired coming into 2009-10 through the Northark Early Retirement Incentive
Closing academic programs with low enrollments	Y	10,000	Closer adherence to an average "class make" size of 10 students
Other describe:	N		
Other describe:	N		
Other describe:	N		
Total Personnel		\$ 157,000	
Operating Budget Cuts			
Reduce Travel budget	N	\$ -	
Revised travel policy	N	-	
Reduction in office and teaching supplies	N		
Reduce printing of materials	Y	5,000	Printing fewer catalogs and offering PDF version on the college's web site.
Reduce library holdings or subscriptions	N		
Change computer replacement policy	N		
Changed academic schedule to create efficiencies	Y	5,000	The Business Division started scheduling classes on Monday-Wednesday, Tuesday-Thursday with only faculty preparation and committee meetings on Friday
Centralization of printing	N		
4 day work week in summer for employees	N		
Other describe:	N		
Other describe:	N		
Other describe:	N		
Total Operating		\$ 10,000	
Total Savings		\$ 193,400	

Based upon the 2009-2010 fiscal year indicate what things that your campus is doing to hold down costs?

Name of Institution: National Park Community College

Cost Saving Efforts	Y or N	Estimated Annual Savings	Notes
Utilities			
Retrofitting with energy-efficient lighting, timers, etc.	Y	\$ 1,400	Replaced lighting in CP
Retooling HVAC controls	Y	2,850	Replaced 4-5 ton and 1-10 ton compressor units
Replacing windows	Y	7,750	Replaced Windows in CP
Other describe:	N		
Other describe:	N		
Other describe:	N		
Total Utilities		\$ 12,000	
Personnel			
Not fully implementing the pay plan	N	\$ -	
Consolidating departments	N		
Staff reductions or reorganizations	N		
Temporary saving by keeping vacancies open	Y	210,211	Division Chairs [2], Maintenance [1]
Hiring of temporary or adjunct faculty	Y	252,486	30% Full Time 70% Adjunct
Hiring of temporary or part-time staff in lieu of fulltime staff	Y	107,976	Testing Center, Webmaster, Institutional Research
Reduction in Student Support staff	N		
Reduction in maintenance staff	Y	27,990	
Reduction in campus security	N		
Defer salary increases	Y	268,089	No COL raises were given
Reduce employee benefit packages	N		
Early retirement incentives for long-term employees	N		
Closing academic programs with low enrollments	Y	124,900	Recreation Leadership, Supervisory Management
Other describe:	N		
Other describe:	N		
Other describe:	N		
Total Personnel		\$ 991,652	
Operating Budget Cuts			
Reduce Travel budget	Y	\$ 51,560	
Revised travel policy	Y	-	Included in Revised Travel Budget above.
Reduction in office and teaching supplies	N		
Reduce printing of materials	Y	5,000	College Catalog on-line only
Reduce library holdings or subscriptions	Y	2,000	
Change computer replacement policy	Y	-	Allows the most current technology without any additional expense.
Changed academic schedule to create efficiencies	Y	81,885	Raised seat limit in classes to allow fewer adjunct hires.
Centralization of printing	N		
4 day work week in summer for employees	Y	52,841	Utility Savings due to campus being closed
Other describe:	N		
Other describe:	N		
Other describe:	N		
Total Operating		\$ 193,286	
Total Savings		\$ 1,196,938	

Based upon the 2009-2010 fiscal year indicate what things that your campus is doing to hold down costs?

Name of Institution: Northwest Arkansas Community College

Cost Saving Efforts	Y or N	Estimated Annual Savings	Notes	
Utilities				
Retrofitting with energy-efficient lighting, timers, etc.	Y	\$ 11,101	1221 ccf natural gas usage reduction	
Retooling HVAC controls	Y	16,857		
Replacing windows	N			
Other describe:	N			
Other describe:	N			
Other describe:	N			
Total Utilities		\$ 27,958		
Personnel				
Not fully implementing the pay plan	N		NWACC fully implemented the pay plan for classified employees in FY 2009 -2010.	
Consolidating departments	N			
Staff reductions or reorganizations	N			
Temporary saving by keeping vacancies open	N			
Hiring of temporary or adjunct faculty	N			
Hiring of temporary or part-time staff in lieu of fulltime staff	N			
Reduction in Student Support staff	N			
Reduction in maintenance staff	N			
Reduction in campus security	N			
Defer salary increases	N			
Reduce employee benefit packages	Y	88,517		50% of the cost of medical insurance increase is not covered by the college
Early retirement incentives for long-term employees	N			
Closing academic programs with low enrollments	Y	94,089		Aviation and Welding Programs
Other describe:	N			
Other describe:	N			
Other describe:	N			
Total Personnel		\$ 182,606		
Operating Budget Cuts				
Reduce Travel budget	Y		Employees are encouraged to take advantage of the webinars instead of traveling for conferences	
Revised travel policy	N	-		
Reduction in office and teaching supplies	N		Employees are asked to scan instead of copying.	
Reduce printing of materials	Y			
Reduce library holdings or subscriptions	N		Implemented a Group Policy which automatically shuts down several of the classroom computers at 9:00 p.m. We then automatically (using a tool involving BIOS settings) turn the computers back on at 6:00 a.m. This schedule occurs Monday through Friday. On the weekends, these same computers stay powered off until 6:00 a.m. Monday morning.	
Change computer replacement policy	N			
Changed academic schedule to create efficiencies	N	-		
Centralization of printing	N			
4 day work week in summer for employees	N			
Other describe: Information Technology: Group Policy for Auto-Power-Off for Student-Use Computers	Y	112,320		
Other describe:	N			
Other describe:	N			
Total Operating		\$ 112,320		
Total Savings		\$ 322,884		

Based upon the 2009-2010 fiscal year indicate what things that your campus is doing to hold down costs?

Name of Institution: Ozark Community College

Cost Saving Efforts	Y or N	Estimated Annual Savings	Notes
Utilities			
Retrofitting with energy-efficient lighting, timers, etc.	N	\$ -	Project to be completed in summer 2010
Retooling HVAC controls	N		
Replacing windows	N		
Other: Roof replacement/additional insulation	N		
Other describe:	N		
Other describe:	N		
Total Utilities		\$ -	
Personnel			
Not fully implementing the pay plan	N	\$ -	Pay plan implmented in FY10
Consolidating departments	N	-	
Staff reductions or reorganizations	N		
Temporary saving by keeping vacancies open	N		
Hiring of temporary or adjunct faculty	Y	40,000	Increase adjunct instructors
Hiring of temporary or part-time staff in lieu of fulltime staff	Y	19,000	Grounds position
Reduction in Student Support staff	N		
Reduction in maintenance staff	N		
Reduction in campus security	N		
Defer salary increases	N		
Reduce employee benefit packages	N		
Early retirement incentives for long-term employees	N		
Closing academic programs with low enrollments	N		
Other describe:	N		
Other describe:	N		
Other describe:	N		
Total Personnel		\$ 59,000	
Operating Budget Cuts			
Reduce Travel budget	Y	\$ 6,000	Out of state travel reduced
Revised travel policy	Y	5,000	Rotating schedule for conference attendance
Reduction in office and teaching supplies	N		
Reduce printing of materials	Y	5,000	Reduced number of printed catalogs and schedules
Reduce library holdings or subscriptions	N		
Change computer replacement policy	N		
Changed academic schedule to create efficiencies	N	-	
Centralization of printing	N		
4 day work week in summer for employees	Y	15,000	Decreased utility/cafeteria costs
Other describe:	N		
Other describe:	N		
Other describe:	N		
Total Operating		\$ 31,000	
Total Savings		\$ 90,000	

Based upon the 2009-2010 fiscal year indicate what things that your campus is doing to hold down costs?

Name of Institution: Quachita Technical College

Cost Saving Efforts	Y or N	Estimated Annual Savings	Notes
Utilities			
Retrofitting with energy-efficient lighting, timers, etc.	Y	\$ 3,000	Replaced with 18seer units
Retooling HVAC controls	Y	10,000	
Replacing windows	N		
Other describe:	N		
Other describe:	N		
Other describe:	N		
Total Utilities		\$ 13,000	
Personnel			
Not fully implementing the pay plan	N	\$ -	Slow filled openings Used part-time instructors Student help used for information desk
Consolidating departments	N		
Staff reductions or reorganizations	N		
Temporary saving by keeping vacancies open	Y	12,000	
Hiring of temporary or adjunct faculty	Y	15,000	
Hiring of temporary or part-time staff in lieu of fulltime staff	Y	8,000	
Reduction in Student Support staff	N		
Reduction in maintenance staff	N		
Reduction in campus security	N		
Defer salary increases	N		
Reduce employee benefit packages	N		
Early retirement incentives for long-term employees	N		
Closing academic programs with low enrollments	N		
Other describe:	N		
Other describe:	N		
Other describe:	N		
Total Personnel		\$ 35,000	
Operating Budget Cuts			
Reduce Travel budget	Y	\$ 35,000	Reduced travel by 50%
Revised travel policy	Y	7,500	Reimbursement cut to \$.30 per mile and any travel requires prior approval
Reduction in office and teaching supplies	Y	30,000	10% reduction in supplies
Reduce printing of materials	Y	7,500	Tracking classroom printing and charging back over usage
Reduce library holdings or subscriptions	N		
Change computer replacement policy	Y	25,000	Increased replacement by 2 years from 3 to 5 years
Changed academic schedule to create efficiencies	N	-	
Centralization of printing	N		
4 day work week in summer for employees	Y	3,500	Closed 1pm fridays in summer
Other describe:	N		
Other describe:	N		
Other describe:	N		
Total Operating		\$ 108,500	
Total Savings		\$ 156,500	

Based upon the 2009-2010 fiscal year indicate what things that your campus is doing to hold down costs?

Name of Institution: Phillips Community College of the University of Arkansas

Cost Saving Efforts	Y or N	Estimated Annual Savings	Notes
Utilities			
Retrofitting with energy-efficient lighting, timers, etc.	Y	\$ 4,200	
Retooling HVAC controls	N		
Replacing windows	Y	2,000	
Other describe:	N		
Other describe:	N		
Other describe:	N		
Total Utilities		\$ 6,200	
Personnel			
Not fully implementing the pay plan	Y	\$ 95,643	
Consolidating departments	Y	68,000	
Staff reductions or reorganizations	Y	255,000	\$124,000 additional cuts slated for FY11
Temporary saving by keeping vacancies open	Y	45,000	
Hiring of temporary or adjunct faculty	N		
Hiring of temporary or part-time staff in lieu of fulltime staff	N		
Reduction in Student Support staff	N		
Reduction in maintenance staff	N		
Reduction in campus security	N		
Defer salary increases	Y	375,000	Represents savings for FY10 only. Non-classified employees have not received a raise in three years.
Reduce employee benefit packages	N		
Early retirement incentives for long-term employees	N		
Closing academic programs with low enrollments	N		
Other describe: Changed to UA QualChoice insurance plan	Y	217,697	
Other describe:	N		
Other describe:	N		
Total Personnel		\$ 1,056,340	
Operating Budget Cuts			
Reduce Travel budget	Y	\$ 10,000	
Revised travel policy	N	-	
Reduction in office and teaching supplies	N		
Reduce printing of materials	Y	10,000	
Reduce library holdings or subscriptions	Y	20,000	
Change computer replacement policy	N		
Changed academic schedule to create efficiencies	N	-	Completed prior to 2009-10
Centralization of printing	N		
4 day work week in summer for employees	N		In place for several years
Other describe: Reconfigured network infrastructure	Y	68,000	
Other describe: Reuse of student IDs	Y	500	
Other describe:	N		
Total Operating		\$ 108,500	
Total Savings		\$ 1,171,040	

Based upon the 2009-2010 fiscal year indicate what things that your campus is doing to hold down costs?

Name of Institution: Pulaski Technical College

Cost Saving Efforts	Y or N	Estimated Annual Savings	Notes
Utilities			
Retrofitting with energy-efficient lighting, timers, etc.	N	\$ -	Savings based upon vendor estimate
Retrofitting HVAC controls	Y	4,532	
Replacing windows	N		
Other describe:	N		
Other describe:	N		
Other describe:	N		
Total Utilities		\$ 4,532	
Personnel			
Not fully implementing the pay plan	N	\$ -	This is an ongoing cost-containment measure for Pulaski Tech. Pulaski Tech is greatly understaffed in this area. Pulaski Tech is greatly understaffed in this area. Safety and security of students, faculty and staff is the college's top priority. Pulaski Tech offers a modest benefits package. Pulaski Tech has relatively few long-term employees. Not applicable
Consolidating departments	Y	95,265	
Staff reductions or reorganizations	Y	69,238	
Temporary saving by keeping vacancies open	N		
Hiring of temporary or adjunct faculty	Y		
Hiring of temporary or part-time staff in lieu of fulltime staff	Y	100,000	
Reduction in Student Support staff	Y		
Reduction in maintenance staff	Y		
Reduction in campus security	Y		
Defer salary increases	N		
Reduce employee benefit packages	Y		
Early retirement incentives for long-term employees	Y		
Closing academic programs with low enrollments	N		
Other describe:	N		
Other describe:	N		
Other describe:	N		
Total Personnel		\$ 264,503	
Operating Budget Cuts			
Reduce travel budget	Y	\$ -	Travel budgets were eliminated previous two years and reinstated in FY2010.
Revised travel policy	Y	-	The college secures grants for funding professional development when possible.
Reduction in office and teaching supplies	Y		This is an ongoing cost-containment measure for Pulaski Tech.
Reduce printing of materials	Y	10,000	No longer printing schedule of classes
Reduce library holdings or subscriptions	Y		This is an ongoing cost-containment measure for Pulaski Tech.
Change computer replacement policy	Y		We do not replace computers unless they become inoperable.
Changed academic schedule to create efficiencies	Y	-	Always in place
Centralization of printing	Y		Always in place
4 day work week in summer for employees	Y	-	Pilot conducted in summer 2009; no significant savings; discontinued
Other describe:	N		
Other describe:	N		
Other describe:	N		
Total Operating		\$ 10,000	
Total Savings		\$ 279,035	

Based upon the 2009-2010 fiscal year indicate what things that your campus is doing to hold down costs?

Name of Institution: Rich Mountain Community College

Cost Saving Efforts	Y or N	Estimated Annual Savings	Notes
Utilities			
Retrofitting with energy-efficient lighting, timers, etc.	Y	\$ 6,240	Areas damaged by tornado/pd via insurance
Retooling HVAC controls	N		
Replacing windows	N		
Other describe: Replacing 65% of all heat pumps	Y	6,780	ARRA funds
Other describe: Increased & enhanced insulation	Y	1,000	100% of roofs/pd via insurance from tornado
Other describe:	N		
Total Utilities		\$ 14,020	
Personnel			
Not fully implementing the pay plan	N	\$ -	Fully implemented in FY 09
Consolidating departments	N		
Staff reductions or reorganizations	Y	37,579	
Temporary saving by keeping vacancies open	Y	72,174	Librarian/HR
Hiring of temporary or adjunct faculty	Y	20,000	
Hiring of temporary or PT staff in lieu of FT staff	Y	17,496	
Reduction in Student Support staff	N		
Reduction in maintenance staff	N		
Reduction in campus security	N		We have no campus security
Defer salary increases	Y	75,570	Salary & fringe
Reduce employee benefit packages	N		
Early retirement incentives for long-term employees	N		
Closing academic programs with low enrollments	Y	41,473	Continued suspension of art program
Other describe:	N		
Other describe:	N		
Other describe:	N		
Total Personnel		\$ 264,292	
Operating Budget Cuts			
Reduce Travel budget	Y	\$ 18,510	FY10 > FY11
Revised travel policy	Y	3,500	Temporarily required executive clearance for out of state travel
Reduction in office/teaching/maintenance supplies	N		
Reduce printing of materials	Y	7,200	Obtained more efficient copiers; Reduced purchased printing
Reduce library holdings or subscriptions	Y	24,000	Reduced repetitive holdings; utilized data bases rather than hard copy of materials
Change computer replacement policy	N		
Changed academic schedule to create efficiencies	N	-	
Centralization of printing	N		
4 day work week in summer for employees	Y	4,188	Utilities savings
Other describe: Deferred new vehicle procurement	Y	10,000	Purchased older vehicles via MMR
Other describe: Capital outlay	Y	67,546	Deferred/reduced capital outlay purchases by over 70%
Other describe: Grant utilization	Y	98,981	Used grants to offset purchases of technological equipment, esp for instructional purposes
Total Operating		\$ 233,925	Overhauled old mowers & tractor
Total Savings		\$ 512,237	

Based upon the 2009-2010 fiscal year indicate what things that your campus is doing to hold down costs?

Name of Institution: Southern Arkansas Community College

Cost Saving Efforts	Y or N	Estimated Annual Savings	Notes
Utilities			
Retrofitting with energy-efficient lighting, timers, etc.	Y	\$ -	Savings unknown
Retooling HVAC controls	Y		Work is in progress
Replacing windows	N		
Other describe: Connecting 3 Chillers	Y	65,000	Work is in Progress
Other describe:	N		
Other describe:	N		
Total Utilities		\$ 65,000	
Personnel			
Not fully implementing the pay plan	N	\$ -	
Consolidating departments	N		
Staff reductions or reorganizations	N		
Temporary saving by keeping vacancies open	Y	42,679	
Hiring of temporary or adjunct faculty	Y	73,500	
Hiring of temporary or part-time staff in lieu of fulltime staff	Y	7,000	Extra help custodial
Reduction in Student Support staff	N		
Reduction in maintenance staff	N		
Reduction in campus security	N		
Defer salary increases	N		
Reduce employee benefit packages	N		
Early retirement incentives for long-term employees	N		
Closing academic programs with low enrollments	Y	46,253	
Other describe: Shared clerical services	Y	2,662	
Other describe: Grant extension to provide additional salaries	Y	58,816	Extension of GAIN Grant
Other describe:	N		
Total Personnel		\$ 230,910	
Operating Budget Cuts			
Reduce Travel budget	Y	\$ 25,298	
Revised travel policy	N	-	
Reduction in office and teaching supplies	N		
Reduce printing of materials	N		
Reduce library holdings or subscriptions	Y	2,787	
Change computer replacement policy	N		
Changed academic schedule to create efficiencies	Y	-	Savings unknown
Centralization of printing	N		
4 day work week in summer for employees	Y	4,500	
Other describe: Reduction of Equipment Budgets	Y	35,793	
Other describe:	N		
Other describe:	N		
Total Operating		\$ 68,378	
Total Savings		\$ 364,288	

Based upon the 2009-2010 fiscal year indicate what things that your campus is doing to hold down costs?

Name of Institution: Southern Arkansas University - Tech

Cost Saving Efforts	Y or N	Estimated Annual Savings	Notes
Utilities Retrofitting with energy-efficient lighting, timers, etc. Retooling HVAC controls Replacing windows Replaced various HVAC units with higher SEER ratings Replaced T12 Florescent fixtures with T8 fixtures as necessary Other describe: Combined Master Meters Total Utilities	N N N Y Y Y	 \$ -	It is estimated these new units result in an approximate 8% savings. Approx 36% monthly savings as compared to five years ago.
Personnel Not fully implementing the pay plan Consolidating departments Staff reductions or reorganizations Temporary saving by keeping vacancies open Hiring of temporary or adjunct faculty Hiring of temporary or part-time staff in lieu of fulltime staff Reduction in Student Support staff Reduction in maintenance staff Reduction in campus security Defer salary increases Reduce employee benefit packages Early retirement incentives for long-term employees Closing academic programs with low enrollments New Faculty Overload/Adjunct Pay Plan 5-24-10 Other describe: Other describe: Total Personnel	N N N N N N N N N Y Y N N Y N N	 \$ -	No salary increases for 2010-2011 Increased deductible for the 2010-2011 year. Do not know yet
Operating Budget Cuts Reduce Travel budget Revised travel policy Reduction in office and teaching supplies Reduce printing of materials Reduce library holdings or subscriptions Change computer replacement policy Changed academic schedule to create efficiencies Centralization of printing 4 day work week in summer for employees 4 1/2 day work week during regular semester Reduction in academic Centers of Excellence Other describe: Total Operating	N N Y Y N Y N N Y Y Y N	 264,000 2,000 50,000 \$ 316,000	Changed three years ago from 30 month to 36 month. Have been practicing this for 20 plus years. Have been practicing this for ten plus years.
Total Savings		\$ 316,000	

Based upon the 2009-2010 fiscal year indicate what things that your campus is doing to hold down costs?

Name of Institution: Southeast Arkansas College (SEAC)

Cost Saving Efforts	Y or N	Estimated Annual Savings	Notes
Utilities			
Retrofitting with energy-efficient lighting, timers, etc.	N	\$ -	Recently Constructed Buildings have HVAC Timers & automated controls, energy efficient HVAC systems Energy efficient HVAC & mechanical systems, lighting etc.
Retrofitting HVAC controls	N		
Replacing windows	N		
Other describe: New Tech Studies Building	Y		
Other describe: New Library	Y		
Other describe:	N		
Total Utilities		\$ -	
Personnel			
Not fully implementing the pay plan	N	\$ -	VP Fiscal Affairs; Assoc VP of General Studies and Institutional Effectiveness- controller served as interim VP Finance and other division chairs etc. assumed Assoc VP duties temporarily for FY 10 SEARK utilized adjunct instructors in FY10 in much the same capacity as prior years. Budgeted minimal salary increase of 1% for FY11
Consolidating departments	N		
Staff reductions or reorganizations	N		
Temporary saving by keeping vacancies open	Y	168,682	
Hiring of temporary or adjunct faculty	N		
Hiring of temporary or part-time staff in lieu of fulltime staff	Y	35,300	
Reduction in Student Support staff	N		
Reduction in maintenance staff	N		
Reduction in campus security	N		
Defer salary increases	Y		
Reduce employee benefit packages	N		
Early retirement incentives for long-term employees	N		
Closing academic programs with low enrollments	Y	10,000	
Other describe:	N		
Other describe:	N		
Other describe:	N		
Total Personnel		\$ 213,982	
Operating Budget Cuts			
Reduce Travel budget	Y	\$ 20,000	Travel budget reduced
Revised travel policy	Y	-	Travel limited to in-state and/or only what is required to be Accredited or retain certifications
Reduction in office and teaching supplies	N		
Reduce printing of materials	N		
Reduce library holdings or subscriptions	Y		Reduced printed subscriptions but offset by increase in electronic subscriptions
Change computer replacement policy	Y		Current policy of replacing student and staff computers every 3 years had previously been deferred.
Changed academic schedule to create efficiencies	Y	-	Saturday Classes and Intersession Classes are all held in one building to keep costs down
Centralization of printing	Y		Instructors and staff encouraged to cut down on printing
4 day work week in summer for employees	Y		Implemented 4 1/2 day work week for Summer 2010
Other describe:	N		
Other describe:	N		
Other describe:	N		
Total Operating		\$ 20,000	
Total Savings		\$ 233,982	

Based upon the 2009-2010 fiscal year indicate what things that your campus is doing to hold down costs?

Name of Institution: University of Arkansas Community College at Batesville

Cost Saving Efforts	Y or N	Estimated Annual Savings	Notes
Utilities			
Retrofitting with energy-efficient lighting, timers, etc.	Y	\$ -	Paid with ARRA funding
Retooling HVAC controls	Y		Paid with ARRA funding
Replacing windows	N		
Other describe: Replace roof with reflective material and increased	N		
Other describe: Insulation for improved R value	Y		Paid with ARRA funding
Other describe:	N		
Total Utilities		\$ -	
Personnel			
Not fully implementing the pay plan	N		
Consolidating departments	N		
Staff reductions or reorganizations	N		
Temporary saving by keeping vacancies open	Y	50,000	
Hiring of temporary or adjunct faculty	Y	100,000	
Hiring of temporary or part-time staff in lieu of fulltime staff	Y	40,000	
Reduction in Student Support staff	N		
Reduction in maintenance staff	N		
Reduction in campus security	N		
Defer salary increases	Y	120,000	
Reduce employee benefit packages	N		
Early retirement incentives for long-term employees	N		
Closing academic programs with low enrollments	N		
Other describe:	N		
Other describe:	N		
Other describe:	N		
Total Personnel		\$ 310,000	
Operating Budget Cuts			
Reduce Travel budget	N	\$ -	
Revised travel policy	N	-	
Reduction in office and teaching supplies	N		
Reduce printing of materials	N		
Reduce library holdings or subscriptions	N		
Change computer replacement policy	N		
Changed academic schedule to create efficiencies	N	-	
Centralization of printing	N		
4 day work week in summer for employees	N		
Other describe: maintenance and operations (travel, supplies, services)	N		
Other describe:	N		
Other describe:	N		
Total Operating		\$ -	
Total Savings		\$ 310,000	

Based upon the 2009-2010 fiscal year indicate what things that your campus is doing to hold down costs?

Name of Institution: University of Arkansas Community College at Hope

Cost Saving Efforts	Y or N	Estimated Annual Savings	Notes
Utilities			
Retrofitting with energy-efficient lighting, timers, etc.	N	\$ -	
Retrofitting with energy-efficient lighting, timers, etc.	N		
Replacing windows	N		
Other describe: Installing Power Management System	Y	58,410	
Other describe:	N		
Other describe:	N		
Total Utilities		\$ 58,410	
Personnel			
Not Fully implementing the pay plan	Y	\$ 35,609	
Consolidating departments	N		
Staff reductions or reorganizations	N		
Temporary saving by keeping vacancies open	Y	104,823	
Hiring of temporary or adjunct faculty	Y	82,300	
Hiring of temporary or part-time staff in lieu of fulltime staff	N		
Reduction in Student Support staff	N		
Reduction in maintenance staff	N		
Reduction in campus security	N		
Defer salary increases	Y	166,491	
Reduce employee benefit packages	N		
Early retirement incentives for long-term employees	N		
Closing academic programs with low enrollments	N		
Other describe:	N		
Other describe:	N		
Other describe:	N		
Total Personnel		\$ 389,223	
Operating Budget Cuts			
Reduce Travel budget	Y	5,400	
Revised travel policy	N	-	
Reduction in office and teaching supplies	Y	46,130	
Reduce printing of materials	N		
Reduce library holdings or subscriptions	N		
Change computer replacement policy	Y	66,000	
Changed academic schedule to create efficiencies	N	-	
Centralization of printing	N		
4 day work week in summer for employees	Y	25,000	
Other describe: Currently Refunding Bond Issues	Y	45,000	
Other describe:	N		
Other describe:	N		
Other describe:	N		
Total Operating		\$ 187,530	
Total Savings		\$ 635,163	

Based upon the 2009-2010 fiscal year indicate what things that your campus is doing to hold down costs?

Name of Institution: University of Arkansas Community College Morrilton

Cost Saving Efforts	Y or N	Estimated Annual Savings	Notes
Utilities			
Retrofitting with energy-efficient lighting, timers, etc.	N	\$ -	Implemented in prior years
Retooling HVAC controls	N		Funds not available
Replacing windows	N		Implemented in prior years
Other describe: Reduced the # of buildings used in summer	Y	2,500	Reduced utility usage
Other describe:	N		
Other describe:	N		
Total Utilities		\$ 2,500	
Personnel			
Not fully implementing the pay plan	N	\$ -	Fully implemented July 2009
Consolidating departments	N		
Staff reductions or reorganizations	N		Fall 2009 - 24% enrollment increase prohibits this
Temporary saving by keeping vacancies open	Y		Depends on vacancies
Hiring of temporary or adjunct faculty	Y		Normal practice of 2 year colleges
Hiring of temporary or part-time staff in lieu of fulltime staff	Y		Depends on positions
Reduction in Student Support staff	N		Fall 2009 - 24% enrollment increase prohibits this
Reduction in maintenance staff	Y		In FY 2010, an additional 45,354 square feet was added to facilities. This increase prohibits reducing maintenance staff.
Reduction in campus security	N		Only 2 full-time officers are employed.
Defer salary increases	N		Beginning faculty salaries are already much lower than that of area public schools. Salary increases are essential to keep good faculty & other employees.
Reduce employee benefit packages	N		Not much to cut out
Early retirement incentives for long-term employees	N		
Closing academic programs with low enrollments	N		No low enrollment programs.
Other describe:	N		
Other describe:	N		
Other describe:	N		
Total Personnel		\$ -	
Operating Budget Cuts			
Reduce Travel budget	N	\$ -	Already at bare bones
Revised travel policy	N	-	The policy is already very restrictive.
Reduction in office and teaching supplies	N		Fall 2009 - 24% enrollment increase
Reduce printing of materials	N		
Reduce library holdings or subscriptions	N		
Change computer replacement policy	N		Currently at the maximum for replacement.
Changed academic schedule to create efficiencies	Y	5,000	Utilizing block scheduling of some lab classes so that more than one can be monitored by a single instructor. (ie welding)
Centralization of printing	Y	4,000	Also printing many things in-house to save money.
4 day work week in summer for employees	N		This has been employed in prior years and it was determined that it was not effective.
Other describe:	N		
Other describe:	N		
Other describe:	N		
Total Operating		\$ 9,000	
Total Savings		\$ 11,500	