

AGENDA
Higher Education Subcommittee
of the
Arkansas Legislative Council

Wednesday, October 19, 2011

01:00 PM

Room A, MAC

Little Rock, Arkansas

Sen. Sue Madison, Chair
Sen. Jimmy Jeffress, Vice Chair
Sen. Gilbert Baker
Sen. Kim Hendren
Sen. Gene Jeffress
Sen. Johnny Key
Sen. Joyce Elliott
Sen. Bruce Holland
Sen. Mary Anne Salmon, ex-officio
Sen. Robert Thompson, ex-officio

Rep. Johnnie J. Roebuck, Chair
Rep. Ann V. Clemmer, Vice Chair
Rep. Eddie L. Cheatham
Rep. James L. Word
Rep. Les "Skip" Carnine
Rep. Robert E. Dale
Rep. Tiffany Rogers
Rep. John Burris
Rep. Tommy Lee Baker, ex-officio
Rep. Terry Rice, ex-officio

- A. Call to Order
- B. Comments by Co-Chairs
- C. Agency Update
Mr. Shane Broadway, Interim Director, Arkansas Department of Higher Education
- D. South Arkansas Community College (SACC), 2-Year, Salaries and Cost Containment Efforts [**Exhibits D**]
- E. Arkansas State University – Newport (ASUN), 2-Year, Salaries and Cost Containment Efforts [**Exhibit E**]
- F. East Arkansas Community College (EACC), 2-Year, Salaries and Cost Containment Efforts [**Exhibit F**]
- G. National Park Community College (NPCC), 2-Year, Salaries and Cost Containment Efforts [**Exhibit G**]
- H. UA Community College at Morrilton (UACCM), 2-Year, Salaries and Cost Containment Efforts [**Exhibit H**]
- I. Southeast Arkansas College (SEAC), 2-Year, Salaries and Cost Containment Efforts [**Exhibit I**]
- J. Arkansas State University – Beebe (ASUB), 2-Year, Salaries and Cost Containment Efforts [**Exhibit J**]
- K. Pulaski Technical College (PTC), 2-Year, Salaries and Cost Containment Efforts [**Exhibit K**]
- L. Ozarka College (OZC), 2-Year, Salaries and Cost Containment Efforts [**Exhibit L**]
- M. Other Business
- N. Adjournment

Notice: Silence your cell phones. Keep your personal conversations to a minimum. Observe restrictions designating areas as "*Members and Staff Only*"


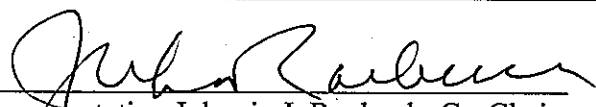
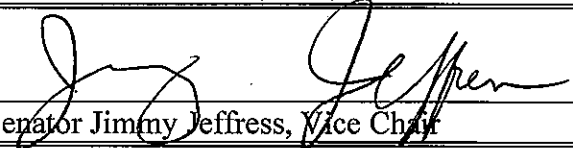

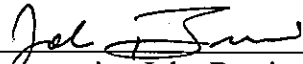

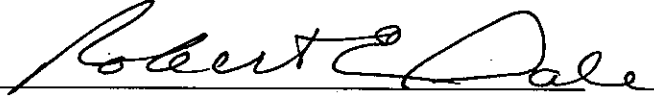
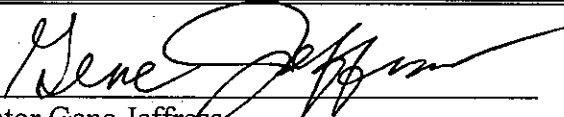



STATE OF ARKANSAS

**ALC – HIGHER EDUCATION SUBCOMMITTEE (038)
PER DIEM AND MILEAGE REQUEST**

TO: Director of the Bureau of Legislative Research

SUBJECT: Request for Per Diem and Mileage for attending Meeting Held on Oct. 19, 2011 in Room A, MAC.

We, the undersigned members of the above-referenced committee, hereby certify that we attended the meeting designated above and do hereby request payment of per diem and mileage at the rates set by law in accordance with Arkansas Code §10-2-217.

| Senator Name | Representative Name |
|---|--|
|  Senator Sue Madison, Co-Chair |  Representative Johnnie J. Roebuck, Co-Chair |
|  Senator Jimmy Jeffress, Vice Chair |  Representative Ann V. Clemmer, Vice Chair |
| _____ Senator Gilbert Baker |  Representative John Burris |
| _____ Senator Joyce Elliott |  Representative Les "Skip" Carnine |
| _____ Senator Kim Hendren | _____ Representative Eddie L. Cheatham |
| _____ Senator Bruce Holland |  Representative Robert E. Dale |
|  Senator Gene Jeffress | _____ Representative Tiffany Rogers |
|  Senator Johnny Key | _____ Representative James L. Word |
|  Senator Mary Anne Salmon, ex officio |  Representative Tommy Lee Baker, ex officio |
| _____ Senator Robert Thompson, ex officio | _____ Representative Terry Rice, ex officio |

STATE OF ARKANSAS

HIGHER EDUCATION SUBCOMMITTEE (038)
OF THE ARKANSAS LEGISLATIVE COUNCIL
PER DIEM AND MILEAGE REQUEST FOR NON COMMITTEE MEMBERS

TO: Director of the Bureau of Legislative Research

SUBJECT: Request for Per Diem and Mileage for attending Meeting Held on OCT. 19, 2011, in Room A, MAC.

We the undersigned, hereby certify that we attended the meeting designated above and do hereby request payment of per diem and mileage at the rates set by law in accordance with A.C.A. § 10-2-217.

| | | | |
|---|--------------------------------------|---------------------------------------|-------------------------------|
| <input type="checkbox"/> Sen. <input checked="" type="checkbox"/> Rep. | <u>Uvalde Lindsey</u> (signature) | <u>UVALDE LINDSEY</u> (print name) | <u>SM</u> (Chair approval) |
| <input type="checkbox"/> Sen. <input checked="" type="checkbox"/> Rep. | <u>Betty Overbey</u> (signature) | <u>BETTY OVERBEY</u> (print name) | <u>SM</u> (Chair approval) |
| <input type="checkbox"/> Sen. <input checked="" type="checkbox"/> Rep. | <u>John T. Vines</u> (signature) | <u>JOHN T. VINES</u> (print name) | <u>SM</u> (Chair approval) |
| <input type="checkbox"/> Sen. <input checked="" type="checkbox"/> Rep. | <u>Bill Sample</u> (signature) | <u>BILL SAMPLE</u> (print name) | <u>SM</u> (Chair approval) |
| <input type="checkbox"/> Sen. <input checked="" type="checkbox"/> Rep. | <u>Billy Gaskill</u> (signature) | <u>BILLY GASKILL</u> (print name) | <u>SM</u> (Chair approval) |
| <input type="checkbox"/> Sen. <input checked="" type="checkbox"/> Rep. | <u>James R. Hoff</u> (signature) | <u>JAMES R. HOFF</u> (print name) | <u>SM</u> (Chair approval) |
| <input type="checkbox"/> Sen. <input checked="" type="checkbox"/> Rep. | <u>Buddy Lovell</u> (signature) | <u>Buddy Lovell</u> (print name) | <u>SM</u> (Chair approval) |
| <input type="checkbox"/> Sen. <input checked="" type="checkbox"/> Rep. | <u>Gary L. Smith</u> (signature) | <u>GARY L. SMITH</u> (print name) | <u>SM</u> (Chair approval) |
| <input type="checkbox"/> Sen. <input checked="" type="checkbox"/> Rep. | <u>Nak Bell</u> (signature) | <u>Nak Bell</u> (print name) | <u>SM</u> (Chair approval) |
| <input type="checkbox"/> Sen. <input checked="" type="checkbox"/> Rep. | <u>Mike Patterson</u> (signature) | <u>Mike Patterson</u> (print name) | <u>SM</u> (Chair approval) |
| <input checked="" type="checkbox"/> Sen. <input type="checkbox"/> Rep. | <u>Mike Fletcher</u> (signature) | <u>Mike Fletcher</u> (print name) | <u>SM</u> (Chair approval) |
| <input type="checkbox"/> Sen. <input checked="" type="checkbox"/> Rep. | <u>Sheila Lampton</u> (signature) | <u>Sheila Lampton</u> (print name) | <u>SM</u> (Chair approval) |


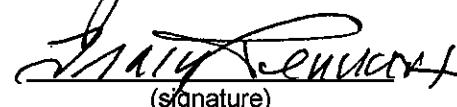
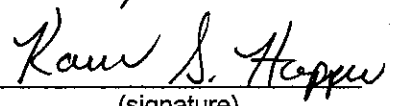

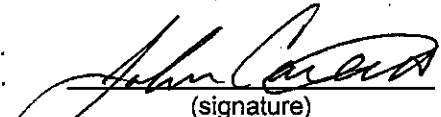
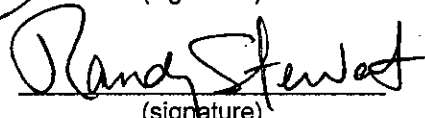

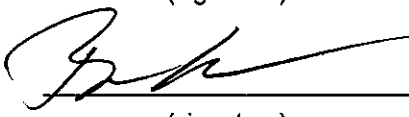
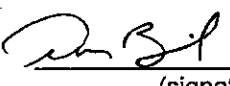
STATE OF ARKANSAS

HIGHER EDUCATION SUBCOMMITTEE (038)
OF THE ARKANSAS LEGISLATIVE COUNCIL
PER DIEM AND MILEAGE REQUEST FOR NON COMMITTEE MEMBERS

TO: Director of the Bureau of Legislative Research

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| | | | |
|---|---|---------------------------------------|-------------------------------|
| <input type="checkbox"/> Sen. <input checked="" type="checkbox"/> Rep. | <u></u> (signature) | <u>JAMES McLEAN</u> (print name) | <u>SM</u> (Chair approval) |
| <input type="checkbox"/> Sen. <input checked="" type="checkbox"/> Rep. | <u></u> (signature) | <u>TRACY FENWICK</u> (print name) | <u>SM</u> (Chair approval) |
| <input type="checkbox"/> Sen. <input checked="" type="checkbox"/> Rep. | <u></u> (signature) | <u>Karen Hopper</u> (print name) | <u>SM</u> (Chair approval) |
| <input type="checkbox"/> Sen. <input checked="" type="checkbox"/> Rep. | <u></u> (signature) | <u>Jeremy Gillam</u> (print name) | <u>SM</u> (Chair approval) |
| <input type="checkbox"/> Sen. <input checked="" type="checkbox"/> Rep. | <u></u> (signature) | <u>John Catlett</u> (print name) | <u>SM</u> (Chair approval) |
| <input type="checkbox"/> Sen. <input checked="" type="checkbox"/> Rep. | <u></u> (signature) | <u>RANDY STEWART</u> (print name) | <u>SM</u> (Chair approval) |
| <input type="checkbox"/> Sen. <input checked="" type="checkbox"/> Rep. | <u></u> (signature) | <u>Eddie Cheatham</u> (print name) | <u>SM</u> (Chair approval) |
| <input type="checkbox"/> Sen. <input checked="" type="checkbox"/> Rep. | <u></u> (signature) | <u>Bruce Cozart</u> (print name) | <u>SM</u> (Chair approval) |
| <input type="checkbox"/> Sen. <input checked="" type="checkbox"/> Rep. | <u></u> (signature) | <u>Duane Baird</u> (print name) | <u>SM</u> (Chair approval) |
| <input type="checkbox"/> Sen. <input type="checkbox"/> Rep. | _____ (signature) | _____ (print name) | _____ (Chair approval) |
| <input type="checkbox"/> Sen. <input type="checkbox"/> Rep. | _____ (signature) | _____ (print name) | _____ (Chair approval) |
| <input type="checkbox"/> Sen. <input type="checkbox"/> Rep. | _____ (signature) | _____ (print name) | _____ (Chair approval) |

South Ark. Community College (SACC), 2-Year

**2 Employees with salaries over
\$100,000 or more as of 6/30/2011**

Cost Containment 2010-2011

Name of Institution: South Arkansas Community College

Completed By: Lathan C. Hairston

Phone Number: 870-864-7147

| |
|---|
| Cost Containment Input |
| What input are you using from faculty, staff, students, and public in working to contain costs? |
| The College solicits possible savings from all College units and departments. Institution personnel are encouraged to be receptive and listen to comments from the public. |
| |
| |
| Do you have a Committee on Cost Containment? |
| Yes, Executive Cabinet |
| |
| |
| Do you offer incentives and/or recognition to faculty/staff/students for suggestions on how to cut costs? |
| The College always welcomes, encourages, and appreciates cost saving suggestions from the faculty/staff/students. No incentives or special recognitions are given at this time. |
| |
| |

| Cost Saving Efforts | Y or N | Estimated Annual Savings | Notes |
|--|--------|--------------------------|---|
| Utilities | | | |
| Retrofitting with energy-efficient lighting, timers, etc. | Y | | Individual replacements - minor savings |
| Retooling HVAC controls | Y | | See Energy Management Controls below |
| Replacing windows | N | | |
| Other describe: New roof project | Y | | Savings unknown |
| Other describe: Energy Management Controls | Y | 62,000 | Savings from new chilled water loop |
| Other describe: | N | | |
| Total Utilities | | 62,000 | |
| Personnel | | | |
| Consolidating departments | N | 0 | |
| Staff reductions or reorganizations | N | | |
| Temporary saving by keeping vacancies open | Y | 83,480 | Delayed rehires |
| Hiring of temporary or adjunct faculty | Y | 40,000 | Reflects savings of a full time faculty member |
| Hiring of temporary or part-time staff in lieu of fulltime staff | Y | 25,800 | Replace faculty with adjunct instructors. |
| Reduction in Student Support staff | N | | |
| Reduction in maintenance staff | N | | |
| Reduction in campus security | N | | |
| Defer salary increases | Y | 20,028 | Did not award raises for employees hired or promoted after 7/1/10 |
| Reduce employee benefit packages | N | | |
| Early retirement incentives for long-term employees | N | | |
| Closing academic programs with low enrollments | N | | |
| Other describe: | Y | 5,425 | Used WIA clients in lieu of extra help (700 x \$7.75) |
| Other describe: | N | | |
| Other describe: | N | | |
| Total Personnel | | 174,733 | |
| Operating Budget Cuts | | | |
| Reduce Travel budget | Y | 38,293 | Non-student travel budget savings |
| Revised travel policy | N | | |
| Reduction in office and teaching supplies | Y | 142,088 | Supply budget savings |
| Reduce printing of materials | N | | |
| Reduce library holdings or subscriptions | N | | |
| Change computer replacement policy | N | | |
| Changed academic schedule to create efficiencies | Y | 0 | Unknown |
| Centralization of printing | N | | |
| 4 day work week in summer for employees | Y | 5,364 | Many offices were closed during summer. |
| Other describe: Shared clerical | Y | 21,487 | Shared Admin Specialist II - 8 months |
| Other describe: Work w/city and county | Y | 4,900 | Assisted with demolition |
| Other describe: Delay equipment purchases | Y | 17,316 | Equipment budget savings |
| Total Operating | | 229,448 | |
| Total Savings | | \$ 466,181 | |

Employees paid \$100,000 or more as of 6/30/2011

| Institution | Name | Title | FY 2011 | Notes |
|----------------------------------|------------------|----------------------------|-----------|-------|
| South Arkansas Community College | Barbara Jones | President | \$155,800 | |
| South Arkansas Community College | Valeriano Cantu' | Vice President of Learning | \$106,111 | |

Arkansas State University Newport (ASUN), 2-Year

**1 Employees with salaries over
\$100,000 or more as of 6/30/2011**

Cost Containment 2010-2011

Name of Institution: Arkansas State University - Newport

Completed By: Melissa Watson

Phone Number: 870-512-7805

| | |
|-------------------------------|--|
| Cost Containment Input | <p>What input are you using from faculty, staff, students, and public in working to contain costs?</p> <p>The implementation of Lean University Training on campus generated much input from the faculty and staff on ways to contain costs thru the conservation of supplies and services by using more efficient processes and by utilizing resources properly.</p> |
| | <p>Do you have a Committee on Cost Containment?</p> <p>No</p> |
| | <p>Do you offer incentives and/or recognition to faculty/staff/students for suggestions on how to cut costs?</p> <p>No</p> |

| Cost Saving Efforts | Y or N | Estimated Annual Savings | Notes |
|--|--------|--------------------------|---|
| Utilities | | | |
| Retrofitting with energy-efficient lighting, timers, etc. | Y | | Replacement of old non-efficient fixtures with new energy-efficient lighting |
| Retrofitting HVAC controls | Y | | |
| Replacing windows | N | | |
| Other describe: | Y | | Efficient use of utilities. |
| Other describe: | Y | 20,000 | Renovation of facilities to improve building efficiency (insulation, doors, weather stripping, lighting). |
| Other describe: | N | | |
| Total Utilities | | 20,000 | |
| Personnel | | | |
| Consolidating departments | Y | 0 | |
| Staff reductions or reorganizations | Y | | |
| Temporary saving by keeping vacancies open | Y | 10,000 | Not filling position vacancies when possible. |
| Hiring of temporary or adjunct faculty | Y | 0 | 62 Adjunct Faculty |
| Hiring of temporary or part-time staff in lieu of fulltime staff | Y | 0 | Seasonal on as needed basis. |
| Reduction in Student Support staff | N | | |
| Reduction in maintenance staff | N | | |
| Reduction in campus security | N | | |
| Defer salary increases | Y | 50,000 | |
| 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 | | 60,000 | |
| Operating Budget Cuts | | | |
| Reduce Travel budget | N | | |
| Revised travel policy | Y | | Using campus vehicle instead of personal vehicle. |
| Reduction in office and teaching supplies | Y | 1,000 | Recycle office supplies when possible. |
| Reduce printing of materials | Y | 2,500 | Scan & e-mail instead of printing and faxing. |
| Reduce library holdings or subscriptions | N | | |
| Change computer replacement policy | N | | |
| Changed academic schedule to create efficiencies | N | 0 | |
| Centralization of printing | N | | |
| 4 day work week in summer for employees | N | | |
| Other describe: | Y | 6,000 | Implementation of Docubase & Accuprint Software. |
| Other describe: | Y | 2,000 | Lean University Training - The conservation of supplies & services thru more efficient processes and the proper utilization of resources. |
| Other describe: | N | | |
| Total Operating | | 11,500 | |
| Total Savings | | \$ 91,500 | |

Employees paid \$100,000 or more as of 6/30/2011

| Institution | Name | Title | FY 2011 | Notes |
|----------------------------|--------------------|------------|-----------|-------|
| Arkansas St. Univ.-Newport | Dr. Larry Williams | Chancellor | \$166,675 | |

East Ark. Community College (EACC), 2-Year

**2 Employees with salaries over
\$100,000 or more as of 6/30/2011**

Cost Containment 2010-2011

Name of Institution: East Arkansas Community College

Completed By: Morris Boydston

Phone Number: 870-633-4480

| |
|--|
| Cost Containment Input |
| <p>What input are you using from faculty, staff, students, and public in working to contain costs?</p> <p>A committee was formed to evaluate potential savings for the reduction academic schedule and summer operations. Administration and all budgeting departments are included in decisions for cost savings during that budget process.</p> |
| <p>Do you have a Committee on Cost Containment?</p> <p>None other than budgeting departments and administration.</p> |
| <p>Do you offer incentives and/or recognition to faculty/staff/students for suggestions on how to cut costs?</p> <p>No</p> |

| Cost Saving Efforts | Y or N | Estimated Annual Savings | Notes |
|--|--------|--------------------------|--|
| Utilities | | | East Arkansas Community College has constructed a new Fine Arts Center that opened in April of 2010. All construction was based on energy efficient products and services. HVAC systems, windows, insulation, lighting, etc. were designed to minimize energy costs. The College has also had several renovation projects, all done with consideration given to energy efficient products and processes when designed. One of the projects, the renovation of Classroom Building 2, was done specifically with energy efficient processes in mind. New walls allowing better insulation, new HVAC systems, etc. were installed to help lower cost of energy usage for the future. Based on the fact that these projects have been completed recently and very little information exists to quantify savings it is hard to put a dollar value savings on this at this time. We can say that other than the new square footage of the Fine Arts Center (33,000 sq. ft.) costs have remained constant elsewhere on campus, even with the rising cost of energy in today's economy. East Arkansas Community College recently had an energy audit performed on the entire campus by Ameresco and at this time we are contemplating further action. Although areas of potential savings were identified, the institutions budget does not have funding available to carry out projects of this nature although potential savings could allow the projects to pay for themselves in the future. |
| Retrofitting with energy-efficient lighting, timers, etc. | Y | | |
| Retooling HVAC controls | Y | | Same as above |
| Replacing windows | Y | | Same as above |
| Other describe: | N | | |
| Other describe: | N | | |
| Other describe: | N | | |
| Total Utilities | | 0 | |
| Personnel | | | The Social Science department Chair position was eliminated and the duties for oversight of that department were divided among two other departments and their respective department Chair positions. Cost savings was approximated based on the elimination of one salary and fringe and the additional amount of salary and fringe needed for the personnel overseeing the department afterwards. |
| Consolidating departments | Y | 40,000 | |
| Staff reductions or reorganizations | Y | 30,000 | Reorganization after retirement of Director Adm Services and change in VP of Acad Affairs. |
| Temporary saving by keeping vacancies open | Y | 100,000 | Several positions budgeted were unfilled throughout the fiscal year. |
| Hiring of temporary or adjunct faculty | Y | 0 | 54% Full-time Contract 46% Adjunct/Overload |
| Hiring of temporary or part-time staff in lieu of fulltime staff | Y | 76,000 | |
| 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 | | |

Cost Containment 2010-2011

Name of Institution: East Arkansas Community College

Completed By: Morris Boydston

Phone Number: 870-633-4480

| | | | |
|--|---|------------|---|
| Other describe: | N | | |
| Total Personnel | | 246,000 | |
| Operating Budget Cuts | | | |
| Reduce Travel budget | Y | | Travel budget was maintained at previous fiscal year level. |
| 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 | Y | 0 | Changes were made that allowed students to be on campus 4 days per week. Savings calculated in Note 1 above. |
| Centralization of printing | N | | |
| 4 day work week in summer for employees | Y | | Changes were made that allow coverage for services for 4.5 days per week in the summer. Saving would be calculated in Note 1 above. |
| Other describe: | N | | |
| Other describe: | N | | |
| Other describe: | N | | |
| Total Operating | | 0 | |
| Total Savings | | \$ 246,000 | |

Employees paid \$100,000 or more as of 6/30/2011

| Institution | Name | Title | FY 2011 | Notes |
|---------------------------------|-----------------|----------------------------|-----------|-------|
| East Arkansas Community College | Coy Grace | President | \$165,174 | |
| East Arkansas Community College | Morris Boydstun | Vice Pres. for Bus Affairs | \$102,118 | |

National Park Community College (NPCC), 2-Year

**2 Employees with salaries over
\$100,000 or more as of 6/30/2011**

Cost Containment 2010-2011

Name of Institution: National Park Community College

Completed By: Janis Sawyer, Vice President for Financial Affairs

Phone Number: 501-760-4215

| | |
|-------------------------------|--|
| Cost Containment Input | <p>What input are you using from faculty, staff, students, and public in working to contain costs? Administration invites ideas and suggestions for containing costs from all constituents.</p> |
| | <p>Do you have a Committee on Cost Containment? Yes, our cost containment committee is chaired by the President, and members include all executive officers.</p> |
| | <p>Do you offer incentives and/or recognition to faculty/staff/students for suggestions on how to cut costs? Not at this time.</p> |

| Cost Saving Efforts | Y or N | Estimated Annual Savings | Notes |
|--|--------|--------------------------|---|
| Utilities | | | |
| Retrofitting with energy-efficient lighting, timers, etc. | N | | Investigating lighting retrofit with Entergy's Large Commercial & Industrial Energy Solutions Program |
| Retrofitting HVAC controls | Y | 500 | Replaced two HVAC units, and investigating demand controlled ventilation solutions |
| Replacing windows | N | | |
| Other describe: | Y | 8,273 | Charlotte Phelps Renovation (HVAC, windows, roofing) |
| Other describe: | Y | 4,712 | Blade center and server virtualization |
| Other describe: | N | | |
| Total Utilities | | 13,485 | |
| Personnel | | | |
| Consolidating departments | N | 0 | |
| Staff reductions or reorganizations | N | | |
| Temporary saving by keeping vacancies open | Y | 361,896 | 8 positions vacant bugeted, including benefits |
| Hiring of temporary or adjunct faculty | Y | 2,391,602 | Please include percent of part time/adjunct faculty here. Full-time -45% Adjunct - 55% |
| Hiring of temporary or part-time staff in lieu of fulltime staff | N | 0 | |
| Reduction in Student Support staff | N | | |
| Reduction in maintenance staff | N | | |
| Reduction in campus security | N | | |
| Defer salary increases | Y | 223,319 | Withheld COLA increases |
| Reduce employee benefit packages | N | | |
| Early retirement incentives for long-term employees | Y | 6,900 | |
| Closing academic programs with low enrollments | Y | 47,000 | Recreational Leadership, Supervisory Management, Fire Science |
| Other describe: | N | | |
| Other describe: | N | | |
| Other describe: | N | | |
| Total Personnel | | 3,030,717 | |
| Operating Budget Cuts | | | |
| Reduce Travel budget | N | | |
| Revised travel policy | Y | | Restricted out-of-state travel, only with approval of President and VP |
| Reduction in office and teaching supplies | N | | |
| Reduce printing of materials | Y | 8,000 | Eliminated printed catalog |
| Reduce library holdings or subscriptions | N | | |
| Change computer replacement policy | N | | |
| Changed academic schedule to create efficiencies | Y | 144,000 | Savings from cancelled courses (below min. enrollment) for Fall 2010, Spring 2011, Summer 2011 |
| Centralization of printing | N | | |
| 4 day work week in summer for employees | Y | 16,000 | Mid May to August |
| Other describe: | N | | |
| Other describe: | N | | |
| Other describe: | N | | |
| Total Operating | | 168,000 | |
| Total Savings | | \$ 3,212,202 | |

Employees paid \$100,000 or more as of 6/30/2011

| Institution | Name | Title | FY 2011 | Notes |
|-------------|------------------|------------------------|-----------|-------|
| NPCC | Dr. Sally Carder | President | \$152,169 | |
| NPCC | Dr. Gordon Watts | Chief Academic Officer | \$103,839 | |

UA Community College at Morrilton (UACCM), 2-Year

**2 Employees with salaries over
\$100,000 or more as of 6/30/2011**

Cost Containment 2010-2011

Name of Institution: UACCM

Completed By: Dr. Larry Davis, Chancellor

Phone Number: 501-977-2013

Cost Containment Input

What input are you using from faculty, staff, students, and public in working to contain costs?

Not a formalized process, but faculty/staff/students asked to turn off lights, computers, turn down thermostats as part of ongoing efforts at utilities savings.
Most of the input is at the department level where cutting or containing costs is discussed in relation to optional use of the funds.

Do you have a Committee on Cost Containment?

Our Chancellor's Council serves in that capacity. That council consists of administrators who report directly to the chancellor and who discuss cost containment with their respective staffs

Do you offer incentives and/or recognition to faculty/staff/students for suggestions on how to cut costs?

Not at this point. Emphasis in all discussions is that money not spent on utilities, etc. can be shifted to those things deemed most critical in each dept.

| Cost Saving Efforts | Y or N | Estimated Annual Savings | Notes |
|---|--------|--------------------------|---|
| Utilities | | | |
| Retrofitting with energy-efficient lighting, timers, etc. | Y | | Cost savings not available yet |
| Retooling HVAC controls | N | | We have done a building-by-building analysis of energy use on campus and will be reviewing that data to see if there are measures we can put in place to contain costs there as well. A consultant provided by Entergy is working with us in performing an analysis of all of our old package AC units to determine whether these should be replaced or have maintenance performed to bring them back up to optimal condition. We have collected information on all the units and the consultants are reviewing the data. They are also reviewing information on our lighting in each building to determine if they should be replaced. Cost savings not available yet. |
| Replacing windows | N | | |
| Other describe: Energy Star Portfolio Manager program | N | | We have also begun the process of entering all of our buildings into the Energy Star Portfolio Manager program. This will allow us to monitor the energy usage of each building and compare them to other public buildings with the goal of reducing energy consumption as required by Act 1494. Cost savings not available yet. |
| Other describe: | N | | |
| Other describe: | N | | |
| Total Utilities | | 0 | |
| Personnel | | | |
| Consolidating departments | N | 0 | |
| Staff reductions or reorganizations | N | | |
| Temporary saving by keeping vacancies open | N | | |
| Hiring of temporary or adjunct faculty | Y | 0 | moving target by semester, but around 35-40% of faculty are adjunct. |
| Hiring of temporary or part-time staff in lieu of fulltime staff | Y | 70,000 | clerical (15K saved), advising (15K saved), and technical program help (2 in auto--40K saved) |
| 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: switch from 9 month to 12 month faculty in many technical programs | N | | accelerated program completion--also allows more students to complete the programs faster. added costs for faculty offset by increased revenue from additional students |
| Other describe: holding down number of personnel, exact cost savings difficult to calculate | N | | We have added very few positions in comparison to the increase in our enrollment. Although our enrollment has increased over 60% the last six years the increase in staff needed for academic/student/business services accommodations has been minimal. |
| Other describe: | N | | Although we have full-time positions in the Student Success lab, we have used part-time people for the past two years at various times so the extra salary could be used somewhere else. For example, one of our full-time staff will be retiring this year and we will supplement for a semester with part-time, with the extra salary being used for an additional part-time position. We have been using the Perkins Grant to pay for a teacher for two years in the Petroleum area. We also have a part-time person being paid out of Perkins to help with the articulations. |
| Total Personnel | | 70,000 | |

Cost Containment 2010-2011

Name of Institution: UACCM

Completed By: Dr. Larry Davis, Chancellor

Phone Number: 501-977-2013

| Operating Budget Cuts | | | |
|--|---|-------------------|---|
| Reduce Travel budget | Y | | Travel budgets reviewed and cut in many cases--emphasis on bringing training to campus where more people could benefit--funds used to cover other expenses in same area |
| Revised travel policy | N | | Our travel costs have been reduced simply by our staff not attending conferences and workshops they normally attend and by holding down costs on trips they do attend (such as sharing rooms). Last year, Academic Services used part of their travel budget to purchase equipment for the classrooms. This year they took part of the budget to pay for speakers to come in house in order for more faculty to hear the information. Also, anyone faculty who travel this year, are expected to present as a professional development session for other faculty what they learned. Since we only budget \$24,000 for academic services, we are being very conservative there. We have provided other local workshops (such as with customer service) and have set up future workshops in areas dealing with topics such as computer software. We even had one staff person pay for their own travel out of state to attend a conference. |
| Reduction in office and teaching supplies | N | | |
| Reduce printing of materials | Y | 8,668 | This year, we cut back the quantity of catalogs we ordered from 4,000 to 500. This resulted in a cost savings of \$8,668. We are becoming more dependent on our web site and other social media to interact with students and parents. |
| Reduce library holdings or subscriptions | N | | |
| Change computer replacement policy | N | | |
| Changed academic schedule to create efficiencies | N | 0 | |
| Centralization of printing | Y | 2,180 | We started printing our own business cards. In 2010, we printed 35 different sets of business cards. Overall, the business cards printed in-house in 2010 included 2180 pieces of card stock (21,800 individual cards - 10 to a page), which had an in-house printing cost of \$2,180. |
| 4 day work week in summer for employees | Y | | |
| Other describe: reduction in scholarships by 2013 | Y | 50,000 | review of current scholarships and renewals--anticipated cost reduction of \$50,000 by 2013. We have spent the last year reviewing our scholarship budget, method of awarding scholarships, scholarship offerings, and scholarship criteria. To contain costs we will be implementing a new scholarship application process. The new process, along with changes to offerings and criteria, will significantly help us reduce our institutional scholarship spending. We have eliminated the tuition discount for concurrently enrolled high school students, which was considered an institutional scholarship. |
| Other describe: finance staff savings based on credit card use | Y | 10,000 | An area of cost containment we are just embarking on is a contract we've recently entered into with PE Systems. Effective July 1, 2010 PE Systems re-negotiated our terms with our Merchant Services Provider Elavon Inc. An approximate annual net savings of \$10,000 is expected for just UACCM (\$1,000,000 annual volume) in this area. |
| Other describe: reduced advertising and employment advertising | Y | 40,000 | reduced advertising costs by \$40,000--especially as it relates to employment advertisements--focused on use of web site for many positions |
| Total Operating | | 110,848 | |
| Total Savings | | \$ 180,848 | this total does not reflect total cost savings-- utility/building energy reviews not yet completed or implemented |

Employees paid \$100,000 or more as of 6/30/2011

| Institution | Name | Title | FY 2011 | Notes |
|-------------|-----------------|---|-----------|--|
| UACCM | Davis, Larry D. | Chancellor | \$116,751 | Dr. Davis did not begin employment with UACCM until Sept. 16, 2010 |
| UACCM | Birkner, Linda | Interim Chancellor & Vice Chancellor Finance | \$113,573 | Dr. Birkner served as interim Chancellor before Dr. Davis was hired. Interim Chancellor July 1 - Sept. 15, 2010 (\$32,788) Vice chancellor Finance Sept. 16 - June 30, 2011 (\$80,785) |

Southeast Ark. College (SEAC), 2-Year

**3 Employees with salaries over
\$100,000 or more as of 6/30/2011**

Cost Containment 2010-2011

Name of Institution: Southeast Arkansas College

Completed By: Steve Hilterbran, President

Phone Number: _____

Cost Containment Input

What input are you using from faculty, staff, students, and public in working to contain costs?

Meetings with Vice President Academic Affairs and input from faculty and staff to use only Moodle and eliminate funding for other types of e-learning software.
We are implementing a suggestion box on our new Website to be use as a tool for input from interested parties.

Do you have a Committee on Cost Containment?

The Executive Cabinet meets regularly to discuss cost containment.
The Go Green Committee works to contain cost through implementation of measures to protect the environment.
The Quality Council discusses ways to contain cost through staffing, procedures, text books and accreditation processes.

Do you offer incentives and/or recognition to faculty/staff/students for suggestions on how to cut costs?

A new Suggestion Box on the website will help to identify staff who submit ideas that are implemented to cut cost. It will be used as a moral booster and they will be recognized in the SEARK Weekend Memo

| Cost Saving Efforts | Y or N | Estimated Annual Savings | Notes |
|--|--------|--------------------------|--|
| Utilities | | | |
| Retrofitting with energy-efficient lighting, timers, etc. | Y | 1,500 | Six out of ten buildings changed to T8 from T12 bulbs which are more energy efficient. |
| Retooling HVAC controls | N | 2,000 | Tracer Summit program to control 4 chiller systems to lower AC units and heating units. Savings are estimated. |
| Replacing windows | Y | 2,000 | Energy efficient windows in three new buildings. Savings are estimated. |
| Other describe: | N | | |
| Other describe: | N | | |
| Other describe: | N | | |
| Total Utilities | | 5,500 | |
| Personnel | | | |
| Consolidating departments | Y | 22,000 | Combined Recruitment, Retention, Advising, Concurrent Enrollment and Center for Working Families. Saved one clerical staff position. |
| Staff reductions or reorganizations | Y | 65,000 | Combined Vice President Student Affairs with Director of Institutional Research |
| Temporary saving by keeping vacancies open | N | | |
| 15 hr, 40k - 52K | | | Continued adjunct savings based on Fy 2011 General Ledger = savings \$1,440,600 *this is an estimate only - based on current GL postings adjunct salaries FY 2011 at 6/30/2011 - Overloads fulltime faculty = saved \$548, 475 |
| Hiring of temporary or adjunct faculty | Y | 1,989,075 | |
| Hiring of temporary or part-time staff in lieu of fulltime staff | N | 0 | |
| 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 | | 2,076,075 | |
| Operating Budget Cuts | | | |
| Reduce Travel budget | Y | | |
| Revised travel policy | N | 20,000 | Continued restricted to in-state and accreditation purposes |
| 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 | 0 | |
| Centralization of printing | N | | |
| 4 day work week in summer for employees | N | | |
| Other describe: | N | | |
| Other describe: | N | | |
| Other describe: | N | | |
| Total Operating | | 20,000 | |
| Total Savings | | \$ 2,101,575 | |

Employees paid \$100,000 or more as of 6/30/2011

| Institution | Name | Title | FY 2011 | Notes |
|---------------|---------------------|--|-----------|---|
| SEARK College | Phil Shirley | President | \$107,269 | Outgoing president resigned effective 12/31/2011 Amount shown includes \$6,000 housing allowance, \$19,609.10 annual leave payout and \$600 Service Award |
| SEARK College | Stephen Hilterbran | President* | \$5,951 | Incoming president hire date 6/20/11; annualized salary \$150,000 |
| SEARK College | Linda Lewis Eubanks | VP Academic Affairs & Student Affairs | \$107,894 | Currently serving in two positions as VP Academic and VP Student Services - receives \$15,000/year stipend for additional duties. |

* These were not paid over \$100,000 during fiscal year, due to serving as interim until a permanent replacement for president could be found.
Annualized amounts included in Notation area per discussion with Charlette Moore.

Arkansas State University Beebe (ASUB), 2-Year

**4 Employees with salaries over
\$100,000 or more as of 6/30/2011**

Cost Containment 2010-2011

Name of Institution: Arkansas State University-Beebe

Completed By: Jerry Carlisle, Vice Chancellor for Finance & Administration

Phone Number: 501-882-8835

Cost Containment Input

What input are you using from faculty, staff, students, and public in working to contain costs?
 (1)The ASU-Beebe Faculty Senate formed a committee to make recommendations to the administration for cost saving measures. Recommendations were distributed to the appropriate department for consideration. (2) Facility and campus managers have made a concerted effort to reduce the use of utilities both to save cost and to reduce energy use. Many employees and students have helped in this effort. (3) On the academic side the Vice Chancellor for Academic Affairs has increased the use of part-time faculty, required a minimum enrollment of 15 students for summer classes, and required a minimum of 15 students for classes that are not part of a degree program.

Do you have a Committee on Cost Containment?
 No.

Do you offer incentives and/or recognition to faculty/staff/students for suggestions on how to cut costs?
 No.

| Cost Saving Efforts | Y or N | Estimated Annual Savings | Notes |
|--|--------|--------------------------|--|
| Utilities | | | |
| Retrofitting with energy-efficient lighting, timers, etc. | Y | | Replacing all T-12 Light Fixtures. |
| Retooling HVAC controls | N | | |
| Replacing windows | Y | | Replaced uninsulated windows in two buildings. |
| Other describe: HVAC Tune-ups | Y | | Performed tune-ups on all split package AC units (above routine maintenance) |
| Other describe: | N | | |
| Other describe: | N | | |
| Total Utilities | | 114,942 | Savings could not be broken down by item. |
| Personnel | | | |
| Consolidating departments | N | 0 | |
| Staff reductions or reorganizations | N | | |
| Temporary saving by keeping vacancies open | Y | 37,492 | |
| Hiring of temporary or adjunct faculty | Y | | Adjunct faculty teach 36% of SSCH. Attempts are made to add PT faculty before looking at full-time |
| Hiring of temporary or part-time staff in lieu of fulltime staff | N | 0 | |
| 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: Reduction in Faculty | Y | 51,087 | Reduced faculty in Electronics program due to low enrollment. |
| Other describe: | N | | |
| Other describe: | N | | |
| Total Personnel | | 88,579 | |
| 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 | 0 | |
| Centralization of printing | N | | |
| 4 day work week in summer for employees | N | | |
| Other describe: | N | | |
| Other describe: | N | | |
| Other describe: | N | | |
| Total Operating | | 0 | |
| Total Savings | | \$ 203,521 | |

Employees paid \$100,000 or more as of 6/30/2011

| Institution | Name | Title | FY 2011 | Notes |
|--------------------------|------------------|---------------------------|-----------|-------|
| Arkansas St. Univ.-Beebe | Dr. Eugene McKay | Chancellor | \$166,675 | |
| Arkansas St. Univ.-Beebe | Dr. Ted Kalthoff | Vice Chanc. Acad. Affairs | \$103,547 | |
| Arkansas St. Univ.-Beebe | Jerry Carlisle | Vice Chanc. Fin. & Admin | \$107,454 | |
| Arkansas St. Univ.-Beebe | Don Harlan | Vice Chanc. ASU-Searcy | \$101,199 | |

Pulaski Technical College (PTC), 2-Year

**2 Employees with salaries over
\$100,000 or more as of 6/30/2011**

Cost Containment 2010-2011

Name of Institution: Pulaski Technical College

Completed By: Cost-containment Committee / Carol Langston

Phone Number: (501) 812-2211

| |
|---|
| Cost Containment Input |
| What input are you using from faculty, staff, students, and public in working to contain costs? |
| Pulaski Technical College has developed a Cost-containment Committee comprised of faculty and staff representatives from various areas of the college. This new committee has been charged with seeking input from the college community and developing a cost-containment plan for the college. Additionally, the college is developing a Strategic Energy Team and has developed a Strategic Energy Plan. |
| Do you have a Committee on Cost Containment? |
| Yes |
| Do you offer incentives and/or recognition to faculty/staff/students for suggestions on how to cut costs? |
| The Pulaski Technical College Cost-containment Committee is working on a plan to offer incentives to students, faculty and staff for suggestions on how to cut costs. A comprehensive cost-containment plan will be developed in 2011-2012. |

| Cost Saving Efforts | Y or N | Estimated Annual Savings | Notes |
|--|--------|--------------------------|---|
| Utilities | | | |
| Retrofitting with energy-efficient lighting, timers, etc. | N | | New buildings have been equipped with energy-efficient lighting, timers, etc... The college has developed a Strategic Energy Plan to incorporate energy-efficiency considerations into renovation projects. |
| Retrofitting HVAC controls | Y | 4,532 | Savings based on vendor estimate |
| Replacing windows | N | | Not at this time |
| Other describe: | N | | |
| Other describe: | N | | |
| Other describe: | N | | |
| Total Utilities | | 4,532 | |
| Personnel | | | |
| Consolidating departments | N | 0 | Pulaski Tech maintains a lean academic and administrative organizational structure. Therefore, this is an ongoing cost-containment measure for the college. |
| Staff reductions or reorganizations | N | | Because of the college's lean academic and administrative structure, staff reductions would create significant quality and service issues. |
| Temporary saving by keeping vacancies open | Y | 200,000 | Approximately three administrative vacancies were unfilled in 2010-2011. |
| Hiring of temporary or adjunct faculty | Y | 0 | This is an ongoing cost-containment measure for Pulaski Tech. |
| Hiring of temporary or part-time staff in lieu of fulltime staff | Y | 100,000 | This is an ongoing cost-containment measure for Pulaski Tech. |
| Reduction in Student Support staff | N | | This is an ongoing cost-containment measure for Pulaski Tech, as the college maintain a lean academic and student support staff. |
| Reduction in maintenance staff | N | | Janitorial services are outsourced in an effort to reduce cost. |
| 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 | | 300,000 | |
| Operating Budget Cuts | | | |
| Reduce Travel budget | N | | Travel budgets, which were eliminated in FY08 and FY09, were reinstated in FY2010. However, most travel was grant funded. |
| Revised travel policy | Y | | The college is implementing a new travel process, which should result in cost savings in the coming year. |
| Reduction in office and teaching supplies | N | | |
| Reduce printing of materials | Y | 10,000 | The college is longer printing a schedule of classes. |
| Reduce library holdings or subscriptions | N | | |
| Change computer replacement policy | N | | This is an ongoing cost-containment measure for the college. Computers are not replaced unless they are inoperable. |
| Changed academic schedule to create efficiencies | N | 0 | This is an ongoing cost-containment measure for the college. Facility use is maximized, and there is no space for growth in programs/courses. |

Cost Containment 2010-2011

Name of Institution: Pulaski Technical College

Completed By: Cost-containment Committee / Carol Langston

Phone Number: (501) 812-2211

| | | | |
|---|---|--------|---|
| Centralization of printing | N | | This is an ongoing cost-containment measure for the college. All printing is handled by the Office of Public Relations and Marketing. |
| 4 day work week in summer for employees | N | | The college conducted a pilot in summer 2009. No significant savings were noted. |
| Other describe: | N | | |
| Other describe: | N | | |
| Other describe: | N | | |
| Total Operating | | 10,000 | |
| Total Savings | | \$ | 314,532 |

Employees paid \$100,000 or more as of 6/30/2011

| Institution | Name | Title | FY 2011 | Notes |
|---------------------------|-----------------|----------------------------|-----------|-------|
| Pulaski Technical College | Dan F. Bakke | President | \$165,057 | |
| Pulaski Technical College | Patricia Palmer | Vice President for Finance | \$107,269 | |

Ozarka College (OZC), 2-Year

**1 Employees with salaries over
\$100,000 or more as of 6/30/2011**

Cost Containment 2010-2011

Name of Institution: Ozarka College

Completed By: Dr. Richard Dawe

Phone Number: 870-368-2006

| | |
|-------------------------------|--|
| Cost Containment Input | <p>What input are you using from faculty, staff, students, and public in working to contain costs? Annual employee satisfaction surveys, suggestion boxes and focused discussions.</p> |
| | <p>Do you have a Committee on Cost Containment? The Administrative Council serves in this capacity</p> |
| | <p>Do you offer incentives and/or recognition to faculty/staff/students for suggestions on how to cut costs? Not yet, but under consideration</p> |

| Cost Saving Efforts | Y or N | Estimated Annual Savings | Notes |
|--|--------|--------------------------|---|
| Utilities | | | |
| Retrofitting with energy-efficient lighting, timers, etc. | Y | | requires an up-front investment |
| Retrofitting HVAC controls | Y | | requires an up-front investment |
| Replacing windows | N | | requires an up-front investment |
| Other describe: Energy Awareness articles | N | | |
| Other describe: | N | | |
| Other describe: | N | | |
| Total Utilities | | | Unable to accurately quantify |
| Personnel | | | |
| Consolidating departments | N | 0 | |
| Staff reductions or reorganizations | Y | | Reorganizations |
| Temporary saving by keeping vacancies open | Y | 11,000 | grounds position |
| Hiring of temporary or adjunct faculty | Y | 0 | 33.3% full time / 66.7% part time |
| Hiring of temporary or part-time staff in lieu of fulltime staff | Y | 0 | |
| Reduction in Student Support staff | N | | |
| Reduction in maintenance staff | N | | |
| Reduction in campus security | N | | |
| Defer salary increases | Y | 75,000 | As directed by the state |
| Reduce employee benefit packages | N | | |
| Early retirement incentives for long-term employees | N | | |
| Closing academic programs with low enrollments | Y | | |
| Other describe: | N | | |
| Other describe: | N | | |
| Other describe: | N | | |
| Total Personnel | | 86,000 | |
| Operating Budget Cuts | | | |
| Reduce Travel budget | N | | Not reduced but more closely controlled/monitored |
| Revised travel policy | Y | 5,000 | |
| Reduction in office and teaching supplies | N | | |
| Reduce printing of materials | Y | 500 | |
| Reduce library holdings or subscriptions | N | | |
| Change computer replacement policy | N | | |
| Changed academic schedule to create efficiencies | Y | 0 | |
| Centralization of printing | Y | | |
| 4 day work week in summer for employees | Y | | yes, but considering going back to 4.5 or 5 day schedule next year to better serve students |
| Other describe: | N | | |
| Other describe: | N | | |
| Other describe: | N | | |
| Total Operating | | 5,500 | |
| Total Savings | | \$ 91,500 | |

Employees paid \$100,000 or more as of 6/30/2011

| Institution | Name | Title | FY 2011 | Notes |
|----------------|------------------------|-----------------------|-----------|-------|
| Ozarka College | Richard L. Dawe, Ph.D. | Institution President | \$142,850 | |