

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

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

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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
<b>Utilities</b>			
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	
<b>Personnel</b>			
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	

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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
<b>Total Operating</b>		<b>110,848</b>	
<b>Total Savings</b>		<b>\$ 180,848</b>	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)