

College of the Ouachita (COTO), 2-Year

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

Cost Containment 2010-2011

Name of Institution: COLLEGE OF THE OUACHITAS

Completed By: Roger Coomer

Phone Number: 501-332-0220

Cost Containment Input

What input are you using from faculty, staff, students, and public in working to contain costs?
 We are open to any workable suggestions from all employees. We are a small college and everyone is free to express their ideas.

Do you have a Committee on Cost Containment?
 Not by that name, but we have a rick assessment committee that meets weekly and we discuss ideas that could save the college money.

Do you offer incentives and/or recognition to faculty/staff/students for suggestions on how to cut costs?
 No, but everyone knows that it is to their advantage to reduce costs.

Cost Saving Efforts	Y or N	Estimated Annual Savings	Notes
Utilities			
Retrofitting with energy-efficient lighting, timers, etc.	Y	3,000	
Retooling HVAC controls	Y	4,000	
Replacing windows	N		
Other describe: Early summer hours	Y	20,000	Allows us turn down the air conditioning a 3pm which reduces our peak demand charge for the entire year. It also lowers our electric bill for the hottest months of the year.
Other describe:	N		
Other describe:	N		
Total Utilities		27,000	
Personnel			
Consolidating departments	N	0	
Staff reductions or reorganizations	N		
Temporary saving by keeping vacancies open	Y	50,000	
Hiring of temporary or adjunct faculty	N	0	Please include percent of part time/adjunct faculty here.
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		50,000	
Operating Budget Cuts			
Reduce Travel budget	Y	20,000	
Revised travel policy	Y	5,000	
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	Y	45,000	
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		90,000	
Total Savings		\$	167,000

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

Institution	Name	Title	FY 2011	Notes
College of the Ouachitas	Dr. Barry Ballard	President	\$129,000	