



Andrew walked through the information contained in the above documents. The idea of increasing productivity as one way of achieving savings in part time faculty (1320) expenses was emphasized in the discussion.

Committee members stated that it is important to look at other factors to help in determining criteria for budget reductions – e.g., “college mission statement.”

Items to Consider for Budget Cuts – by D. Campbell 10/06/03

(Not necessarily in order of priority)

- No mailings to employees – use internal e-mail.
- No expedited mailings of anything. Regular mail only!
- Increase cost of evening classes by 20%.
- Charge faculty for parking permit.
- Reduce part-time salaries by 5%.
- Reduce full-time salaries by 3%.
- Reduce overload pay by 10%.
- NO travel – none!
- No Professional Development – none!
- ALL lights out at 10:30 PM – Security can patrol.
- Use the opposite sides of used paper to copy incidental needs.
- Give back some vacation and/or sick time.
- NO food and beverages provided for meetings.
- Five-day work schedule for faculty – help out in admin.
- Non-budgeted spending must be offset by an item in the existing budget.
- Ask students for ideas for cutting.