

2011 Budget Survey Results

Table 2: Employee Suggestions for Decreasing Non-Personnel Expenses^{1,2}

<p>Reduce Facility Costs:</p> <p>Utilities: 4 day week-campus closed for 3 days, 4 day week in summer, encourage lights turned out when rooms are not in use, move to drought resistant plants/landscape, use motion sensed lights in all buildings, close campus during spring and winter breaks, turn off equipment when not in use, close some buildings during summer, close the pool, better regulate heating and cooling for efficiency, save water with minimum irrigation, install solar panels, no events when campus closed, more online classes would reduce facility use, remove all personal small appliances from offices, 36 hour week-closed 1/2 day Friday, 4 day week-limited weekend buildings used, complete closure of campus during winter & spring breaks, complete closure of centers on weekends and summer, initiate a grant for wind-powered generator, limit weekend classes to minimum number of buildings, offering online classes reduces cost of rooms/energy, reduce energy needs of campus, shorten semester, offer summer classes on main campus only, complete closure of centers on weekends, support telecommuting, use energy more efficiently, build solar panel car ports.</p> <p>Maintenance: 4 day week-campus closed for 3 days, 4 day week in summer, move to drought resistant plants/landscape, close the pool, close campus during spring and winter breaks, close some buildings during summer, 36 hour week-closed 1/2 day Friday, 4 day week-limited weekend buildings used, close centers on weekends, eliminate weekend events requiring maintenance, close centers on weekends and summer, save water with minimum irrigation, minimum landscaping, more online classes would reduce facility use, shorten semester, summer classes offered on main campus only, student associations/clubs "adopt" areas of the campus and keep these areas clean of trash/weeds</p> <p>Buildings: consider closing centers, more online classes decreases facilities use.</p> <p>Equipment: better regulate heating and cooling for efficiency</p> <p>Rentals: discontinue leasing Dixon fire facility-use Vallejo drill tower instead</p>
<p>Reduce Travel and Related Expenses: eliminate travel and conferences, reduce travel and conferences, reduce President's expense accounts, eliminate travel and conferences for interims, eliminate paying mileage, eliminate administrative expense accounts, eliminate use of most expensive accommodations for travelers, minimize retreat costs, reduce expense account allocations for top administrators, reduce spending for travel, reduce upper management expense accounts.</p>
<p>Reduce Supplies Expenses: discontinue purchase of non-essential supplies, departments share supplies, consolidate types of sciences labs offered each week to cut down cost of supplies, eliminate functions requiring supplies, employees provide supplies, freeze spending on supplies, minimize use of supplies, reduce costs of supplies by using other vendors, reduce paper documents mailed to students, reduce supply budget, use air-dryers in restrooms (save on paper), use electronic forms and signatures, use uniform supplies.</p>
<p>Reduce Equipment Expenses: use fewer college cell phones, reduce driving college vehicles on campus, reduce spending for equipment, use group printers.</p>
<p>Reduce Printing Costs: eliminate paper board agenda/minutes, eliminate paper schedule, faculty print fewer pages, stop printing minutes for faculty senate etc., utilize online syllabi instead of hard copies.</p>
<p>Reduce Mailing Costs: eliminate mailings for pay stubs & checks-move to direct deposit/emailing/inner office mail, add bar codes to reduce mailing costs, minimize mailing paper documents, update mailing addresses to reduce returned mail.</p>
<p>Reduce Training Costs: decrease FlexCal, eliminate outside speakers for FlexCal, brown bag it to flex activities.</p>
<p>Reduce Transportation Costs: utilize automotive students for maintenance of college vehicles, choose sports leagues closer to SCC to save on travel, stop tram for DSPS students, stop use of carts for random driving around.</p>
<p>Reduce Contracted Services Costs: do web design internally rather than contracted, shop around for best deal for food services and waste management.</p>
<p>Other: postpone major capital outlay expenses, eliminate membership dues and publications.</p>

¹Respondents: full-time faculty = 34, part-time faculty = 7, classified/confidential staff = 21, managers = 7, did not specify employee group = 18, total = 87

²Total suggestions = 194