Budget Reduction Guide
SPARC Priorities with
Open Budget Forums Review

May 4, 2009

$5 million reductions:

- Facilities – reduce or delay renovations
- Equipment – delay purchase and replace structure
- Energy conservation – campus campaign to reduce usage
- Create efficiency efforts
- Reduce consultants
- Centralized supplies
- Reduce amount of paper and supplies
- Eliminate food at meetings
- Reduce events
- Freeze vacancies strategically
- Offer strategic buyouts and retirement incentives
- Increase work efficiency
- Reduce travel—may need training for electronic communication
- Look at administrative positions (consolidate at 5 continue to 7.5)
- Reduce # of academic departments
- Consolidate course sections, look at small class size (begin at 5 continue to 7.5), done with care
- Strategically reduce release time, —consider stipends instead
- Consolidate programs
- Improve program efficiencies
- Skip computer replacement for one year, move to 4-year replacement cycle
- Evaluate the number of computer labs—investigate options including laptops
- Evaluate deployment of cell phones and blackberries
- Use electronic systems to replace paper processes
- Evaluate and Reduce telephones
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$7.5 million reductions:

- Expand—deepen $5 million options
- Reduce overtime—add a position that is more effective (evaluate impact)
- Merge colleges
- Move some 12-month positions to 9-month positions
- Use Network printers

$10 million reductions:

- Expand—deepen $7.5 million options
- 4-day operations, consider as summer option
- Reduce sabbaticals
- Evaluate Vehicles (maybe buy older cars)

Not Advisable – could harm the University:

- Move from department heads to chairs
- Delay new programs or instructional sites
- Athletics
- Freeze or reduce salaries
- Reduce increases
- Limit benefits