

## **SAU Tech**

### **Current Cost Containment Practices**

#### **Alternate Funding Sources**

- Maximize the use of grants and partnerships campus wide.
- Use equipment donated through corporate partnerships rather than purchase new equipment whenever possible.
- Federal Surplus Property opportunities are utilized.

#### **Energy Efficiency**

- Implementation of StEP plan.
- Converted to Master Power Meter to lower electrical costs.
- Carpet and Mini blinds installed in facilities to add insulation.
- Replace faucets with low flow faucets.
- Convert to low water flush valves in commodes.
- Lights are turned off when not in use.
- Computers and other equipment are turned daily.
- Thermostats set higher in summer and lower in winter to conserve electricity.
- Aviation teaches Green Generalists 101 to emphasize water conservation.

#### **Reuse and Recycle**

- Campus recycles paper, boxes, aluminum cans, and plastic bottles.
- Bookstore reuses boxes rather than purchase shipping boxes.
- Remanufactured toner and ink stocked in Central Store – OSP & Office Depot cost containment program.
- On-line purchases for Central Store to obtain best prices.

#### **Expense Containment**

- Reduce paper and printing expenses campus-wide by using more electronic documents.
- Work order requests are submitted electronically.
- Use in-house printing and design to reduce costs.
- Bulk printing through Campus Office of Communications and Public Relations.
- AETA classes scheduled and training located to serve the greatest number of students statewide.
- Electronic course delivery supports paperless submission of student work.
- Reduce printing of financial reporting documents. Electronic documents produced monthly. Printed documentation annually.

- Mailings are combined whenever possible to reduce paper usage and postage costs.
- Library holdings funded at 1995 level while subscriptions costs increase 20% each year.
- Documents are scanned and e-mailed rather than mailed whenever possible.
- Double sided documents used to reduce paper usage.
- HR advertises multiple positions in one add to reduce costs.

#### **Equipment**

- Computers used longer. Not replaced during most recent rotation cycle.
- Reduced the number of copiers on campus. Copiers are shared by buildings rather than by departments.
- Pagers no longer used on campus.

#### **Personnel**

- Leaving positions unfilled.
- Adjunct faculty used rather than full-time.
- AETA adjunct pay scale based on enrollment.
- Reduce student worker hours scheduled.
- Career academy uses available personnel rather than substitute teachers.