

University of Central Arkansas
RESPONSIBLE UCA COMMITTEE
(Cost Containment)

MINUTES
September 23, 2010

Meeting was called to order at 1:40 PM in Wingo Hall 210 by Jack Gillean, Co-Chair.

Attendees Present:

Jack Gillean, Co-Chair
Diane Newton, Co-Chair
Larry Lawrence, Administrative Representative
Laura Young, Administrative/Faculty Representative
Patty Phelps, Faculty Senate Representative
Bunny Adcock, Community Representative
Kyle Boyd, Student Representative
Ray Owens, Staff Senate Representative
Larry Burns, Staff Senate Representative

Absent:

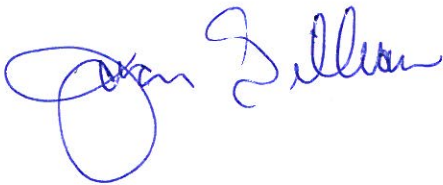
Brad Lacy, Community Representative
Ty Bittle, Student Representative
Harold Helton, Alumni Representative

Discussion Items:

- General Discussion – Quick review of first meeting
- Larry Lawrence – Email/Cost Containment Committee - List of 37 Cost Saving Ideas (Handout)

Next Meeting: Scheduled for October 28th, at X-period (1:40 to 2:30 PM), Wingo Hall 210.

Meeting adjourned at 2:30 PM.



Diane Newton - cost containment committee

From: Larry Lawrence
To: Jack Gillean; Newton, Diane
Date: 9/7/2010 5:41 PM
Subject: cost containment committee

Jack and Dianne

Not sure where this committee stands but here are some ideas from Physical Plant. Some good, some so so but at any rate here are ideas. Some will cause people to fuss and others may be less noticeable.
 # 38 is hard to come by but I am certain other brains will add to the list. I had a reminder to work on this so I did. Let me know when we plan to meet again.

Larry L

1. day time custodial cleaning....saves shift diff and poss electricity.....Has fleas from an access view so needs to be discussed but it will save an est ??? 30 K +/-
2. everyone clean their own office....reduce custodial staff by 6 FTE....savings 141 K +/-
3. eliminate use of portable electric heaters..... ? estimate savings at 5 K annually and eliminate fire hazard (has fleas) people will fuss
4. further lowering of hot water temps....people may fuss
5. higher temps in a/c season lower temps in heating season...people will fuss
6. avoid printing. If you print, later staple pages together to make note pads.....when done recycle the note pad. eliminates use of bought notepads or reduces it anyway
7. add addl solar hot water heating....cost varies dependent upon each scenario
8. shut down Harding Fountain every night 11 Pm to 7 am....Shut fountain off completely December 15 thru March 1. often there are cold weather and ice issues. water savings and electricity savings
9. reduce part time positions....service will suffer
10. reduce number of papers delivered daily to UCA.... Much waste occurring here. see photo sent to Dianne
11. convert to electrical and / or hybrid vehicles over time
12. install hand dryers vs towels...saves paper and man power on clean up
13. perform investment grade energy audits and invest in projects over time to reduce utility costs
14. reduce usage of Estes video board and Jumbo screen... saves electricity
15. cut back shuttle service hours...saves fuel and labor
16. pay subsidy on cell phones...so much a month. No University cell phones ?
17. reduce plug load on campus; computers, phone chargers, refrigerators, lamps, printers,
18. force shared printing.... but allow each person to furnish their own ink cartridges if they have a desk top printer....when desk top fails employee has to use shared printer or buy their own printer (fleas)
19. campaign to have folks turn the lights off when not in use
20. stop using /purchasing bottled water
21. fund projects with new lighting and motion sensors
22. fund projects replacing can lights with LED lighting as well as exterior lighting....LED lasts 7 to 10 yrs, reduces energy and cuts way back on manpower to replace worn out bulbs , reduces bulb recycling costs
23. Roof Replacements....replace with white roofs or pitched roofs or green roofs as applicable via attrition
24. recycle, recycle, recycle
25. purchase recycled products
26. begin a purchasing process to purchase recycled products and energy star appliances.....life cycle costs

- vs. up front costs....reduces energy
27. continue to install smart rain gauges...avoids irrigation running when rain has occurred
 28. Construct LEED buildings and focus on energy savings
 29. replace inefficient fan coil units with variable speed controlled units....saves electricity
 30. publicize bike share program... encourage bike use and walking
 31. expand chill water loop to addl buildings
 32. commission old buildings.....got to spend \$ to make money
 33. institutionalize conservation. create a culture.... send out e mails to campus with facts and reminders and keep it on the mind of the campus
 34. reduce plants on campus that have to be trimmed over and over and over....saves fuel, manpower etc thereby possibly avoiding the need to hire addl grounds personnel
 35. create landscape that is drought tolerant and does not require irrigation...set the standard and mean it. Don't just say it. Let's do it or at least try it ?????
 36. avoid fast track construction projects when possible...fast = money
 37. install low flow faucets and toilets over time in older buildings

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