

Date	Goal Area	Comments
4-May-09	Printers	<p>Reduce the number of network printers. University Computing Services has approximately 10 networked printers (that I know of) running on the 4th floor. In addition to power, there is also toner cost, consumable cost.</p> <ul style="list-style-type: none"> <li>• Configure all duplex-capable printers to use 'two-sided print' as the default option.</li> <li>• Ban radiant/quartz space heaters</li> <li>• Turn off overhead lighting (during the day) in areas where there is ample natural sunlight (i.e. the elevator lobbies on the south-side of the building floors 1-4.</li> <li>• Summer - add solar reflective film or decorative exterior screen to these same south-facing lobby areas to reduce solar heating during the day.</li> <li>• 4-day work week.</li> <li>• Turn off lights in all unoccupied rooms - machine room, bathrooms, team rooms, study rooms.</li> <li>• University Computing Facilities have already moved to Energy Star status, we also need to do likewise for faculty/staff. How many decorative and or entertaining screen savers do you see running after hours and on weekends.</li> <li>• Encourage (reward?) using the steps over the elevator. (Wonder how much power is used to run the elevator for one cycle from the 1st up to the 4th floor and back X how many trips per day?)</li> </ul>
5-May-09	Utilities	<p>To save money on heat/air and electricity why not have all evening classes meet in the most cost effective building on campus? It seems strange to walk the halls after normal business hours and only have one, possibly two classes going on in a building at one time. I can understand if the faculty wants to be close to their offices but a little walk a few nights a week will not kill them. I can see havening every classroom in Smith Hall (just an example) be full during evening classes. This would free up the other buildings for the janitors to clean and shut down before midnight. This is just a thought I have had. Dr. Kopp said something during the Faculty Senate meeting this past week and it made me think of it again. Thank you for your time.</p>
13-Aug-09	Online	<p>Even though we are now showing a profit with traditional summer school offerings, we are not able to shut down campus buildings during the summer. What if we went to an Online Summer School Model and limited tradiitonal summer courses to those they are graduation requirements and are not available in an online format? We also need to take a very strategic look at our traditional course seat-time requirements and review more innovated blended models that will free up classrooms and facilities. It has been years since we have done a classroom utilization review.</p>
17-Dec-09	Online	<p>Require all exams (if possible) to be taken on WebCT. Also, send electronic copies of PowerPoints and handouts instead of printing paper copies. This will save money as well as the environment.</p>
23-Jan-10	Hours of operation	<p>Schedule courses only Monday through Thursday. Save \$ on keeping all the buildings open. There could still be some buildings open for labs/office/meetings, but would conserve energy and save money.</p>
23-Jan-10	Gardening	<p>I know space is limited on campus, but how about some rooftop gardens? Roofs are an underutilized space and gardens could potentially help sustainability efforts.</p> <p>Benefits:</p> <ol style="list-style-type: none"> <li>a) The food grown could be used in the dining services or sold to students, faculty, staff, and local community, or given to local food banks.</li> <li>b) greening the roofs would help with insulation, catch rain water that would otherwise run off, and help prevent urban heat island effect.</li> </ol>
25-Jan-10	Consolidation	<p>Consider housing the physical therapy or pharmacy program at the South Charleston campus. This may recruit more students from the Charleston area and better utilize the facilities.</p>
28-Jan-10	Speakers	<p>I have been thinking of some ways that we might be able to make money in response to the budget cuts. I was wondering if it would be possible for us to get some guest speakers in to talk on various topics that might be of interest to people. For instance, personal finances or even IT based subjects. Anything that people might be interested in hearing about, or need help with. We could then charge the community a reasonable fee to attend as a way of potentially making money for IT, or the University as a whole.</p> <p>I understand that the new alumni center will have an area that can hold a large capacity of people, and may well be a good setting, as well as a good oportunity to promote this new facility. As a University, and particularly one that is very much a central point of education in this community, I think we have a responsibility to provide people access to important matters, subjects, people and leaders. So, not only would this be an opportunity to bring in more money, but also a way to give more to the community.</p> <p>I would be happy to look into some guest speakers and find out what they charge. We could also conduct some kind of survey to find out what the community would like to see in our guest speaker series, so that we can better meet their needs and increase audience potential.</p>
3-Feb-10	Utilities	<p>I suggest reducing building temperatures especially in Old Main and Corbley which are overheated in the winter.</p>

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3-Feb-10	Athletics	<p>There are two simple and obvious places to reduce expenses:</p> <ol style="list-style-type: none"> <li>1. Administrative salary raises over the past year or so when salaries were supposed to be frozen (including the \$40,000 presidential salary raise).</li> <li>2. The football head coach salary, which at the time of the hire was estimated by news sources to be more than \$600,000 (I do not know the actual salary), is also a significant and unnecessary expense; along with all of the expenses related to coaching staff.</li> </ol> <p>These two together add up to significant savings and expense reductions, perhaps enough in fact to continue the university's central (and I would argue only) job of educating students while adding resources (e.i., faculty) essential to achieve this goal. Besides, if departments throughout campus must continue on without necessary teaching faculty members (because of unfunded open positions), why not the football program also go with unfunded open positions? This would provide a major cost-saving strategy that would balance out the expected budgetary shortfalls.</p> <p>One final point: the budgetary shortfalls for the remainder of this fiscal year does not necessary reflect future budgetary shortfalls in the coming years. One year ago, the state of WV had a budget surplus (which the governor unwisely spent). As the economy continues to recover, so too will the state budgetary contributions to the university recover, if those whose job it is to lobby on behalf of Marshall University push the legislature and the governor's office to this end.</p> <p>In my years at public universities, I have found without exception that there is always money somewhere for what is important. How the university spends its money demonstrates directly the priorities of those in charge of such allocations. At MU, it has been made clear that the football program and upper administrative salaries are most important. These, however, are the least important in relation to the actual (and stated) purpose of Marshall University.</p>				
3-Feb-10	Work Load	<p>There might be a flaw in my reasoning or I could have my facts wrong but if this is as I think it is I believe it might help.</p> <p>COS calculates work load differently than the rest of the university. In our high demand classes we place more than one sections (each section is 28 students) in one large lecture room. For example if the room holds c.a. 100 people we place 4 sections in the room and give the professor three contact hours for teaching the one lecture three days a week. This is .25 of a full load which is 12 contact hours. So the professor would be in contact with students 9 additional hours a week in other courses. However, it is my understanding and I could be wrong, that when the other colleges teach multiple sections, placing four sections in one room they are given 12 credit hours toward their teaching load which is a full load. That faculty member would lecture three hours a week only to around 100 students, his/her total load.</p> <p>To highlight the importance of this difference in the calculation of work load please consider one department, Biology. Last semester the department taught a total of 57 sections of BSC 104, 105, 120, 121, 227, 228, 250, 320, 322, and 325 in lecture rooms S273, S376, S374, S387, BBSC 101, and CH105. Those rooms hold c.a., 100 plus seats. Corbly 105 holds 150. The table below contains the calculation of full time equivalent positions necessary to teach the same number of sections and the same number of students.</p> <table border="0"> <tr> <td>COS</td> <td>4.00</td> </tr> <tr> <td>Rest of the University</td> <td>14.25</td> </tr> </table> <p>Presently we have two different methods of calculating workload: contact hour and credit hour. Workload should be calculated uniformly at a university, especially in view of budgetary constraints. I believe this would eliminate the need for many full and part time temps and might allow reduction of some faculty through attrition as the system adjusted.</p> <p>Furthermore, I suggest you partition the old basketball arena in Gullickson into 6 or 8 large lecture rooms since there is a shortage of them on campus.</p>	COS	4.00	Rest of the University	14.25
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4-Feb-10	Office Expenses	<p>Sounds really insignificant, but start small.</p> <p>Turn out the lights when leaving a room, any room.</p> <p>Print on both sides of the paper.</p> <p>Turn down the heat.</p> <p>Before ordering desk copies of books, see if the Library has them.</p> <p>If we EACH act as if we EACH had to pay the bill PERSONALLY, maybe we'll save some money.</p>				

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4-Feb-10	Utilities	<p>Reducing unnecessary costs is more important now than ever. Reducing energy costs will not only save the the university quite a bit of money, but will also further improve Marshall's image and news reporting would serve as free advertisement for the school possibly nationwide. Given that the goal is to save money over the long-term, and your goal is not just short-term fiscal benefit, investing in technology that would eventually provide free, clean energy and also potentially create revenue for the school seems to be an all around good idea. I did a little bit of research on ways to accomplish this.</p> <p>--My first suggestion (see Link #1) is installing solar lighting on campus rather than continually replacing incandescent bulbs and paying for electricity. The article talks about the school district that did this at a cost of \$2,000 per year that will receive -revenue- from these lights (which produce more electricity than they use) of approximately \$1.5 million over 19 years. (Not to mention the energy costs they save in the meantime.) --A study that weighed the up-front costs of various methods of reducing energy costs found that a university could decrease it's energy consumption by 64% (remember that is 64% savings in costs every year, year-after-year) for an up-front cost of \$1.9 million. In this study, the university was primarily considering geothermal technology for heating and cooling. However, given our location, I believe that Marshall would do better to consider first harnessing wind energy.</p> <p>--Also, federal money will be available for community colleges that offer green jobs training (e.g. installing and operating wind and solar technology, increasing efficiency in buildings, etc.) per the State of the Union address last week. Marshall has a community college and I think this would be a great opportunity to bring in some federal funds as well as have those students "practice" by increasing Marshall's energy efficiency.</p>
4-Feb-10	Finances	<p>Many of the governance efficiencies arising a few years ago from Sente Bill 603 stemmed from the financial pressures experienced in the early 2000's. The current recession and budget reductions may offer another opportunity for enhanced efficiency. Marshall should consider seeking a change in legal status from state-supported to state-assisted which could free it from many of the remaining restrictions imposed by State-level bureaucracy. Re-chartering MU as an instrumentality of the state rather than it's current state agency status could be used to gain control of additional aspects of our destiny, including lcoal control of fee revenues and other generated income, salary schedules and benefit programs (particularly health insurance where we likely subsidize other state entities), buildings and property. The State could retain primary control of the direct tax and lottery support it provides but otherwise allow Marshall to operate as an integrated quasi-private institution. Consolidation of legal entities created in years past, primarily to avoid state-level bureaucracy, including MURC, UP&amp;S, Big Green and perhaps the Foundation could be consolidated into Marshall's single legal entity with shared and integrated accounting, purchasing, payroll, human resources and other support functions reducing duplication and associated costs and providing enhanced and integrated services. Time, energy and resources are currently invested in thousands of inter-entity transfers and transactions. A single legal entity would unify our resources, human potential and efforts in a coordinated manner and we could finally say We Are "All" Marshall.</p>
4-Feb-10	Athletics	<p>It's very clear that the one initiative that would help this university the most is to drop 1-A football -- indeed, drop the sport altogether. Students would no longer have to pay an onerous fee that few actually take advantage of. Over five years, students would cumulatively save the greater part of \$15.6 million dollars. Moreover, the university, over the same five-year period, took about 11.1 million from its general fund to support athletics. Most of that could be saved and redirected toward increasing faculty and staff salaries. The move to 1-A football was done under great pressure from well-heeled fans who have only their own interests at heart. You need to stand up to them in this crisis. Penn State and Michigan can afford 1-A football. We cannot. Lots of good universities get along without big-time football: Drake, Villanova, Providence College, and so on.</p>
5-Feb-10	Employment	<p>To cut hours of all temporary employees who work a 37.5 hour week to a 30 hour week</p>
5-Feb-10	Fax Machines	<p>I have suggested on previous occasions that we eliminate a lot of the fax machines across campus. Most departments, in my opinion, do not use their fax machines enough to justify the cost of a phone line and maintenance contract. Mail Services does house a fax machine available for all departments to use. We currently offer the first 2 pages free to departments and a charge of \$0.25 to receive additional pages. We charge \$1.00 per page to send in country and \$2.00 per page out of country. I strongly recommend this be given serious thought.</p>
8-Feb-10	Copiers	<p>Save money by having a centralized copier program with one vendor such as the programs that UNLV and Notre Dame have with Xerox. UNLV &amp; Xerox claim that UNLV will save \$4 million over the 5 year life of the contract.</p>
11-Feb-10	Going Paperless	<p>I believe we should assess the extent to which we can go paperless, inowing this may not be feasible in all offices or departments. Consideration should be given to the technology that we have to upload materials to our students and send them out via Blackboard or BERT. Additionally, the editing functions available in Word enable us to grade and comment on student paper/exercise submissions. Finally, Drinko Library can place on reserve any documents that cannot be scanned and uploaded. MUST we have paper syllabi? Can we eliminate paper handouts? Doing so would reduce paper, printing and copying costs. We already have the technology, so that would be no added investment.</p>

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25-Feb-10	Going Paperless	<p>We could save money and improve our efficiency by encouraging Deans to encourage their faculty to use Blackboard for their courses. As Online Faculty Coordinator for the Huntington campus, I asked for a report for the Fall 2009 to assess how many faculty were actually using Blackboard for any course content. The results were disappointing. Of all courses offered by MU in Fall 2009, 1249 had content on Blackboard, while 3001 had no content at all.</p> <p>As you are aware, our Learning Management System staff provides a Blackboard site for every course every semester. Even if faculty used the site only for the syllabus, we would save a significant amount of money on paper and copying costs. If faculty uploaded handouts, we would save even more.</p> <p>Using Blackboard would improve efficiency by allowing students immediate access to materials instead of seeking faculty for hard copy (e.g. missed classes due to illness or weather). It would also save space. Students would save time and money by being able to upload their assignments into the Blackboard course sites. I personally put my quizzes and exams online, saving more paper and copying costs.</p> <p>I would be happy to demonstrate uploading materials to Blackboard to anyone who is interested. I have not asked them, but I'm sure my counterpart in South Charleston, Dr. Lisa Heaton, the Learning Management System staff, and Kathy Saville and her team in the MUOnline Design Center would also be willing to demonstrate the process. Thank you for your time.</p>
2-Mar-10	Housing	<p>Our staff was having conversation about retention of students. During that discussion the housing issue came up. We know from studies that students who establish connections early and live on campus are more successful. We are aware of the increase in applications and our possibility of attracting better students. The idea would be to require all conditional admits (regardless of their proximity to the University) to be required to live in the dorms it would help us to increase the number of beds that were filled, it would give them the connections that they need and could just very well add to improving our retention rates. Living Learning activities could be developed around these student group and resident hall staff could assist them. A pilot study or research could be completed on the group and the results could be published.</p>
3-Mar-10	Online	<p>The Bi-Weekly "We Are... Marshall" newsletter could be setup as an online newsletter. Personally, I would prefer to read it online and send the paper copy straight to the recycle bin when it arrives, however, the latest copy on the webpage is the Oct 23, 2009 edition. I'm sure there are a number of other folks on campus that feel the same as I do. I understand not every employee (primarily physical plant) has a PC or access to a PC in their daily schedule; perhaps there could be a limited printing of the newsletter for those employees?</p> <p>By not printing the newsletter, it would save a significant amount of time for both mail room and printing services personnel as well as present a real and immediate cost savings in toner and paper.</p>
17-Mar-10	Utilities	<p>I suggest you shut down all of the elevators with the exception of the handicapped. This will save electricity and give everyone a little exercise.</p>
16-Apr-10	Tuition Fees	<p>This isn't a true cost savings but it does address sustainability of operations. What if a very small fee, like \$5, was added to tuition as a legacy fee. All money collected would go towards the endowment, thus helping support the University in the future. It would be a small enough not to negatively impact students but would hopefully make them feel as if they are helping provide for future Marshall students. Once established and as students graduate they can see they were a part of contributing X amount of dollars to the fund which will help provide X number of scholarships to future students. The hope would also be students would feel a vested interest in continuing to contribute to the University.</p>