

Working Group Summary Report

January 8, 2009

External Resources Development Goals

- Areas of profitable integration
- External resources to supplement/provide operating funds
- Students as a resource
- Better ways of bundling MTSU's resources
- New programs/partnerships

Academic and Instructional Review

- Cut surplus faculty positions from overstaffed departments
- Eliminate low performing departments/programs
- Eliminate/reduce low enrollment classes in summer school
- Suspension of Post-Retirement
- Suspend or reduce payouts for comp time/overtime for clerical employees

Non-Academic

- Temporary employment, overtime, furloughs, pay cuts, 10-month employment
- Analysis and review for reorganization, merging, elimination
 - Community Engagement and Support
 - WMOT Radio
 - Diversity/Multi-Cultural Affairs
 - International Programs
 - Membership Fees
 - Photographic Services
 - Photo Gallery
 - Warehouse/Distribution Services
 - Miller Coliseum
 - Livestock Center

Energy Efficiency and Conservation

- Conservation
 - Reprogram energy management systems, day/night
 - Temperature set points, 68 winter, 78 summer
 - Policy guidelines for office equipment
 - "Lights out," campaign, remove lamps/lights
- Services
 - Cleaning standards, prioritize areas/requirements
 - Re-bid custodial contract
 - Reduce grounds, greenhouse support, uniform services
 - Review chargeback procedures
- Operations
 - Facilities fee from TBR/THEC

- Motor pool economics/options
- Expand Work Study students
- Outsourcing/In sourcing options
- Review preventative maintenance

- Processes

- Copying volume, 2-sided, control, guidelines
- P-Card expand use, bookings
- Non-essential travel, efficient business travel
- Paperless operation
- Telecommuting
- Pooling of clerical workers
- Recycling