

Contingency Planning – Brainstorming Draft

Hi Doug;

I have met with the division chairs one on one to start a list of potential ideas to explore for contingency planning purposes. I brought the list to AAAG last week and got the DCs together to review it again yesterday.

Yesterday, the DCs expressed concerned and wanted to ensure that the list is not in any way construed as a list of suggestions or recommendations or an endorsement from the division chairs of the items listed. There were discussions about items which they think will emerge through various venues. They appreciate the process you have setup, calling for all campus ideas to be sent directly to you from individuals that may not otherwise have presented or gotten their ideas noted. They also brought up the fact that some of the ideas that are emerging are related to negotiating matters.

Though a few of the ideas listed may overlap with other areas of campus, the division chairs worked hard to identify areas within their own which they need to explore rather than looking into other areas of campus for solutions. The Division Chairs courageously went a step further and excluded some of the ideas originally on the list, such as that related to energy savings, noting that though the intent of these is nice, they did not think much savings would result from these and they wanted to focus on matters that they felt could potentially make a difference. Division chairs, please chime in if I missed anything or if you want to add to this email or attached document.

Thanks,

Celine

1. Academic and Career Programs

- Reassess core versus non-core courses within programs
- Revise curriculum as needed
- Combine academic departments and offerings
- Resize programs
- Review low enrolled classes
- Offer more online classes
- Offer more flexible course schedules (i.e. late start, back to back, weekends, nights, shorter semesters within the larger ones)
- Explore waitlists
- Adding in students where feasible
- Explore grants areas
- Retaining extra students where feasible
- Credit / Non-Credit Conversions

2. Facilities

- Offer classes in larger rooms to accommodate more students
- Closure of campus (e.g. early spring)
- Partial closure of facilities or areas
- Consolidate offerings during off seasons to generate facilities savings
- Compacting hours
- Explore new/extra classroom option

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- Space Rentals

3. Organization

- Combine areas
- Modify marketing and public relations activities
- Consider voluntary reductions
- Explore cost savings of benefits
- Retirement Incentives
- Sharing resources
- Leveraging categorical funding

4. Revenue Generating Ideas

- Request donations
- Work with local companies to raise revenues
- New Fees
- Innovation Think Tank – Incubating Center – Idea to Venture – Entrepreneurship - Taskforce – Institutionalizing the thought process – start up weekend – e.g. student based services to the community
- Fundraising, friends-raising, adopt a class, adopt a student
- Community access fees