

Budget Principle 6

- Move toward as much 'paperless' activities as possible
- Place all syllabi on-line and require an e-mail in return that the students opened up the syllabus on e-mail. Have Support Net download syllabi for those students requiring a specific format. This tracks special need students, saves money, and is not an onerous task for the students to return to BB for class scheduling. This is a green idea that saves money.
- Provide a CSU,Fresno symbol to faculty and staff for use in e- mail. In this manner we can send correspondence through e-mail rather than through snail mail. We could also add it to our email.
- Remove requirement to use campus food service instead of off campus restaurants or caterers for on campus meetings.
- Application System Cost Reductions
 - Review applications portfolio and drop applications not used/critical
 - Consider open source software solutions
 - Open source portal vs. PeopleSoft portal
 - Mootle vs. Blackboard
 - Eliminate CMS redistribute dollars to campuses
- Decrease Campus Hardware Costs
 - Fewer network printers – use higher capacity printers
 - Buy instead of lease computer equipment
 - Extend leases from 3 years to 4 years
- Create more on-line classes
- Increase data imaging to save on paper expenses
 - Procurement documents
 - Human Resources/Benefit/Payroll documents