Sustainability Committee Agenda  
March 2, 2012  
3pm-4:30pm, Murdock 321

In attendance:
Felipe Aedo (Environuts, Campus Garden), Nick Arena (Beacon, Environuts), Jason Brown (SGA, Environuts), Jamie Cahillane (Center for EcoTechnology), Catt Chaput (SGA, MassPIRG), Richard Doucette (Environuts, Campus Garden), Macy Fredericksen (BERC Assistant work study, Campus Garden), Emily Mooney (Biology faculty), Nancy Ovitsky (Business Administration faculty), Nashua Rosa (Environuts), Caroline Scully (BERC Coordinator, Sustainability Committee Chair), Jim Stakenas (VP Administration & Finance), Heather Quire (Residential Director, Residential Programs & Services Recycling Committee).

The Berkshire Environmental Resource Center Coordinator position has been discontinued (grant funding has run out) so this is the last meeting to be chaired by Caroline Scully. Future meetings will be chaired by V.P. Jim Stakenas.

Reviewed Sustainability Committee mission, structure, & semester goals doc (2-29-12) with Jim’s edits:
- The 2-29-12 draft of this document is attached to these minutes.

- We discussed the importance of having a statement of purpose for the Sustainability Committee and a clear plan for the semester. There was agreement that it is difficult to set goals without being clear about our purpose, role, and authority as a committee.
- We could ratify only the mission section of the mission, structure, and goal document. The group agreed that the mission statement is fine.
- The document is a combination of long term goals with semester goals bulleted below. Short and long-term goals need to be separated out. The long-term goals are a good representation of the committee’s focus. We can add a phrase about goals not being limited to these.
- Discussion about the importance of the Sustainability Committee being taken seriously and members being held accountable for meeting attendance and agreed-upon responsibilities. Sustainability permeates all aspects of the College. A focus on sustainability is especially important at a liberal arts college. This should be a formal, structured committee.
- Discussed who would be responsible to carry out the work. If it is just the individuals who attend the Sustainability Committee meetings, then we do not have the capacity to fulfill all of the semester goals listed. We need to reach out to include other resources.
- Discussed membership and went through proposed list. There was some agreement and some disagreement about what sectors should be represented and who needed to be at all meetings. This question was raised again: Are we an interest group or club and self-selected or should we have representation from various sectors on campus?
  o Several students are already representing various sectors at the meetings. There were different opinions about the role of students. It was pointed out that the Environuts already provide a focus for student sustainability work on campus.
  o STEM involvement is important- we should involve Chris Himes.
- The Sustainability Committee is not a contractual committee. However, there could be appointed membership, as is true with the Strategic Planning Task Force. It is unclear how the Committee could have a more formal role.
- Jim confirmed that the President can appoint representatives to the Sustainability Committee.
- Briefly discussed the idea of meetings with a single topical focus (e.g. energy, recycling, food, residential areas, paper use, etc.).
We went through all the sub-goals for the semester, and decided what we could and could not work on this semester. This is summarized in attached *Spring 2012 semester sustainability goals draft* document. These goals were set aside for another time:

- Defining an Energy Policy.
- Sustainability general education academic requirement.
- Faculty PD or discussion on incorporating sustainability into courses.
- Green grants for sustainability projects.
- Possibly convening a meeting about sustainability among local colleges – a clear decision was not made in the meeting.

We did not vote or approve the *Mission, structure, goals* document but agreed that it needed more editing. Jim agreed to incorporate the changes discussed into a new draft by the next meeting.

- Jason clarified that the Student Government Association does not need to officially approve the mission, structure, and goals document. There is concern among senators that if the SGA approved it, they would be responsible to ensure the goals are carried out.
- Caroline will tell Athletics Department staff that they can submit a purchase order for Recycling containers for the Athletic Complex and the gyms to Administration and Finance and the funds will be included in the next fiscal year budget.
- Emily Mooney will start to plan a system to evaluate how sustainability concepts are already incorporated into the curriculum. Caroline will send her the information already compiled.
- Discussion about green grants and how this works at other colleges.
- The Sustainability Committee would like updates from Facilities on all alternative energy and conservation projects planned and completed on campus.
- Caroline commented that on-campus composting could be expanded on campus if students proposed a way to compost kitchen scraps at the Townhouses.

Jim will set future meeting dates, announce the meetings, complete and distribute minutes, and update website.

April 4, Spring Student Convocation, Hampshire College- this is an opportunity for students working on campus sustainability to present.

Disposable water bottle initiative report – Jim has asked someone in Administration and Finance to gather data.

MassPIRG is working on reducing the use of single-use plastic bags at Subway and the C-Store.

Aramark is donating $250 to the campus garden project.

We did not have time for the following agenda items:
- Earth Day (week) committee report – Jason & Jim
- MCLA Bike Share report – Jason
- Suggestion about Tree Campus USA – Macy
- Environuts report – Jason
- Campus garden report – Felipe
- Food packaging waste - Aramark take-out containers
- MassPIRG is working on a river clean-up plan with BEAT and Earth Day events

Meetings for Spring 2012:
Jim will schedule and announce the next meeting.
Mission:

The MCLA Sustainability Committee will oversee sustainability goals and initiatives across the campus and in the community, and is responsible for MCLA’s fulfillment of the Presidents’ Climate Commitment (ACUPCC) agreement, signed by President Mary Grant in 2007. It will provide a forum for representatives of departments and offices (including students, faculty, and staff) across campus to explore ways of continuing to improve campus sustainability at MCLA.

The Presidents’ Climate Commitment incorporates three main approaches:

- Reducing campus greenhouse gas emissions and setting carbon neutrality date
- Incorporating climate neutrality and sustainability into curriculum and other educational experiences for all students
- Taking steps to expand research, community outreach, and/or other initiatives to address climate change.

Meetings:

Meetings will be held throughout the academic year every two to four weeks. Meetings will be open to the entire campus community.

Sustainability Committee Goals:

Providing a forum for representatives of departments and offices (including students, faculty, and staff) across campus to explore ways of continuing to improve campus sustainability at MCLA.
- Increase membership to more fully represent campus departments and offices

Explore options for reducing MCLA’s carbon footprint.
- Providing oversight for keeping MCLA’s Carbon Calculator up to date
- Recommend development and implementation of Energy Policy for MCLA.
- Oversee/review research into alternative energy options for the campus.
- Explore reducing transportation-related emissions
  - Support the Bike Share program.
  - Support carpooling initiatives

Explore options for maintaining and improving waste minimization.
- Develop a document describing the waste disposal and recycling procedures at MCLA.
- Draft purchase order for new recycling containers at Athletic Complex and gyms to include in next fiscal year budget.

Explore options for more broadly incorporating sustainability into the curriculum.
- Professional development opportunities for faculty?
- Incorporate a sustainability requirement into the general education academic requirements?
Explore options for more broadly incorporating sustainability into co-curricular activities.
- Green grants?
- Design service learning and community involvement opportunities for students

Explore options for networking with community partners around sustainability.
- Convene a meeting for local colleges to share information and ideas about sustainability and explore interest in forming a formal network.

Support efforts to modified campus landscaping that includes campus gardens and removal of invasive species.
- Support current project underway led by Prof. Emily Mooney.
- Provide guidance for future internships.
- Support the campus garden.

Join the Association for the Advancement of Sustainability in Higher Education

Support responsible disposal of campus electronic waste.
- Organize electronic waste collection and pick up for April or May if needed.

Maintain transparency and online documentation of activities and events.
- Reporting to the President and the Board of Trustees on the college’s progress towards carbon neutrality.
- Oversee/review correction of data in 2007 and 2009 Greenhouse Gas Reports as needed.
- Update the MCLA Going Green website.
- Post all meeting minutes, reports, and other related documents.

**Yearly Goals (2011-2012):**

**Spring 2012**

Develop a meeting calendar.

Review carbon footprint reduction plans and suggest improvements.

Schedule events for the year including Earth Day, Earth Hour, Campus Sustainability Day, etc.

Determine special projects.

Review how sustainability is incorporated into the curriculum and suggest ways to enhance this.

Promote lectures on sustainability themes.

Determine need for electronic waste removal and if needed schedule this with a socially and environmentally responsible recycling company.
**Membership:**

The Sustainability Committee members will include representatives of each sector of the campus. Members for each academic year will be listed on the MCLA website and will including the following:

- **Vice-president of Administration & Finance or other representative of the Administration**
- **Two faculty members**
- **Director of Facilities or a representative**
- **Director of Residential Services or a representative**
- **Student Affairs representative**
- **Athletics Department representative**
- **Advancement/Alumni representative**
- **Dining and catering services (Aramark)**
- **Public relations**
- **Freel Library**
- **STEM Programs (Science, Technology, Engineering, and Math)**

Trustees, alumni, and community members will be invited to join, as suggested by the ACUPCC

**Enhanced student representation including:**
- Student Government Association
- Environmental groups
- Other campus groups
- Student from each residence area
- Student from the Food Committee
- Others?