

Minutes

Sustainability Committee

Thursday, July 15, 2004 • 2:00 – 3:30 pm • Building 7, Room 201

Participants:

Lynn Atkins, Facilities Management & Planning
Dianne Burns, Student and Facilities Management & Planning
Moriah Demers, Student and ASLCC Senator
Barbara Dumbleton, Science
Jaqueline Fern, Science
Robin Geyer, Facilities Management & Planning
Jennifer Hayward, College Operations
Marie Matsen, College Operations
Tom Oroyan, Facilities Management & Planning
Bonnie Phipps, Foundation
Margaret Robertson, Advanced Technology
Joe Russin, Science
Kate Skelton, Student and Facilities Management & Planning
Bob Walen, Specialized Employment Services

Minutes:

1. Introductions & Debrief Good Company Workshop

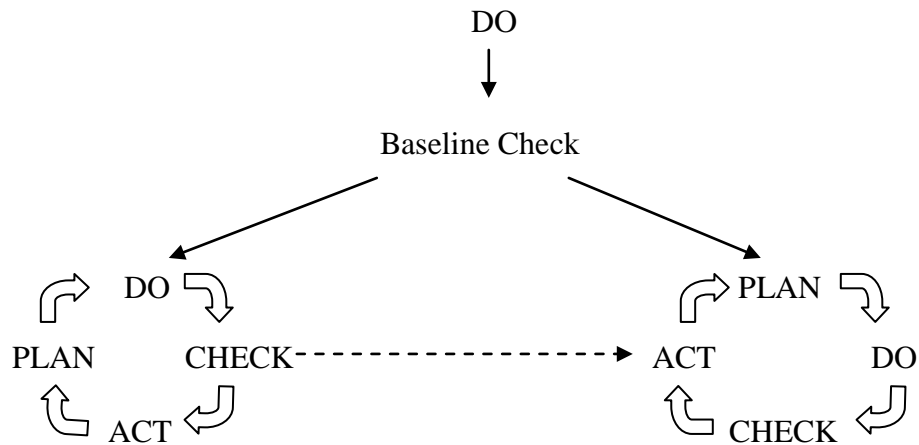
Attendees introduced themselves. Those who attended the 4-hour workshop in May noted what they came away with that seems important for sustainability at Lane. Comments about the 4-hour workshop included that it was invigorating and that we have a very broad range of talent on the committee. Members were also impressed with the optimistic ideas, expansive visions, and with how far we have come in the last 10+ years.

2. Goals for the summer and objectives for this meeting (agenda review)

Robertson reviewed the agenda and goals for this summer. She noted that we would like to develop a framework from which we can start building participation in Lane's sustainability efforts this fall. She proposed that this core group, and others who are available this summer, meet and develop some initial programs and develop baseline data from which sustainability goals could be set once our full staff and student population return this fall.

3. Plan-Do-Check-Act

Matsen briefly reviewed the "Plan-Do-Check-Act" model for continuous improvement. She suggested that the committee adopt this model, but noted that we could jump in at any of the four stages. Members noted that all of the stages were critical but that it is important not to get lost in the "Plan" stage and never get to the "Do" stage. Members agreed that the committee should develop some baseline indicators from which we can "Do" and "Plan" this fall. See the following "Plan-Do-Check-Act" diagram.



4. Baseline Sustainability Assessment

Hayward reviewed the Good Company Pathways Toolkit for Universities and Colleges that recommends sustainability indicators, benchmarks, and long-run targets. Members reviewed the indicators and volunteered for categories in which they will obtain indicator data. A description of the data that should be collected for the indicator is provided in the toolkit. Hayward will post a Sustainability website with a link to the Good Company Toolkit. [NOTE: Members tentatively assigned some members who were not present if their job is a close match to the category.]

Baseline indicator data that members will develop by the next meeting:

Indicator	Members to Obtain Data
Energy use, tracking, and feedback	Robin Geyer, Roger Ebbage, Marie Matsen
Water use, tracking, and feedback	Robin Geyer, Marie Matsen
Recycling rate and infrastructure	Dianne Burns, Jennifer Hayward, Bob Walen
Waste: reduction, reuse, and disposal	Dianne Burns, Jennifer Hayward
Landscape maintenance	Kate Skelton, Barbara Dumbleton, Joe Russin
Transportation infrastructure and incentives	Moriah Demers, Marie Matsen, Margaret Robertson, Bonnie Phipps, Roger Ebbage
Sewage & Stormwater	Joe Russin, Margaret Robertson, Marie Matsen, Bob Mention, Jackie Fern

Matsen explained that she has been charged with chartering a transportation committee that will, in part, develop recommendations for spending the student transportation fee.

Baseline indicator data for which the group will collect data later:

Indicator	Members to Obtain Data
Computer hardware purchasing and disposal	Dale DuVall
Paper use and purchasing	Jackie Fern
Indoor air quality	Jennifer Hayward

Chemical Use: custodial and maintenance	Jennifer Hayward, Craig Kulm, Randy Wells
Campus construction and development: planning and policy	Margaret Robertson, Bob Mention
Purchasing tools and strategies	Robin Geyer
Curriculum	Margaret Robertson, Joe Russin, Jackie Fern, Sonya Christian, Kate Skelton

5. Activities/tasks for the summer

Members discussed activities/tasks that could be accomplished this summer. Following is the list of items that the group will accomplish this summer and assignments made.

Develop Indicators

- o Members to obtain indicator data as described in the table above.

Webpage

- o Hayward to post Sustainability website that will include links to important documents such as Good Company's Sustainable Pathways Toolkit for Universities and Colleges.

Grants

- o Phipps to discuss grants for sustainability initiatives with Lori Steger, Grants Coordinator.

Green Lunches

- o Hayward to coordinate and advertise a "Green Bag" Lunch about composting.
- o Dumbleton to coordinate a "Green Bag" Lunch on sustainable landscaping/gardening.
- o Biodiesel

Educational/Promotional Activities for Fall

- o Geyer to prepare a promotional table or booth for the first week of fall classes.
- o Hayward and others to plan for an early fall waste audit.
- o Develop "mini-presentations" for fall in-service and student orientations
- o Prepare an announcement that the college has a Sustainability Coordinator for the Torch, Daily, and local press.

Streamline the Bus Pass Process

Student Sub-group

- o Demers, Skelton, Geyer, and Hayward to work on setting up a student sub-group.

Members also discussed developing curriculum, student interns, and cooperative work experience in sustainability but decided to hold this discussion for the Fall when more faculty will be available.

6. Next group meeting

The next meeting will be Thursday, July 29 from 2:00 to 3:30 pm. Agenda items will include reports on indicator data, reports on summer tasks/activities, and group charter.

Minutes prepared by: Jennifer Hayward

Reviewed by: Robin Geyer & Margaret Robertson

Revised: July 29, 2004