

# **Minutes**

## **sustainability group**

**Thursday, August 26, 2004 • 2:00 – 3:30 pm • Building 16, Room 211**

### **Attendees:**

Dianne Burns, Student and Facilities Management & Planning  
Carolyn Cruz, Computer Services  
Roger Ebbage, Science  
Jennifer Hayward, College Operations  
Bob Mention, Facilities Management & Planning  
Bonnie Phipps, Foundation  
Margaret Robertson, Advanced Technology  
Mike Sims, Facilities Management & Planning  
Kate Skelton, Student and Facilities Management & Planning  
Elizabeth Uhlig, Archives  
Rick Venturi, Specialized Employment Services

### **Minutes:**

#### **1. Educational opportunities**

Hayward announced a conference that will be taking place at the U of O on Thursday, September 23 from 8:30 am to 5 pm. The title is “Making Sustainable Development Work” and the cost is \$15. People may register at <http://cwch.uoregon.edu/conference/>.

Hayward also suggested that staff subscribe to the Education for Sustainability West (EFS West) Listserv. The purpose of the listserv is for colleges and universities to share information about sustainability. People may sign up at <http://www.efswest.org>.

Members briefly discussed opportunities to provide information to other Lane staff and students about sustainability. Members agreed that the following avenues should be used depending on the information that needs to be communicated:

- post on webpage;
- make a Daily announcement;
- send an e-mail to department office staff (peer to peer) for occasional announcements;
- Torch articles.

Members discussed how to get the Torch involved. The Torch staff should be contacted early in fall term to discuss whether there would be a student who would be interested in writing a series of “sustainability” articles.

#### **2. Activities for Fall**

Hayward reviewed that Robin Geyer reserved a table in front of Building 1 for the first week of fall term. Greg Winslow is working on getting quotes for to-go mugs that could be give-aways at the table. Members discussed alternatives to a traditional to-go mug. Skelton will determine the vendor of the environmentally-friendly water bottle for sale at Sundance Mercantile. The

group may consider purchasing this as a give away rather than the to-go coffee mugs. Members suggested that the mug or bottle be imprinted with something that promotes sustainability, possibly "Reduce, Reuse, Recycle, Rethink." Skelton suggested having a computer connected to internet at the table so that people can determine their ecological footprint on <http://www.earthday.net/footprint/index.asp>. Hayward will determine whether there is wireless internet capability at Building 1 and order a tent for the table. Hayward will obtain a computer and internet connection to use at the table. Members agreed to help staff the table. Hayward will confirm the dates and times and bring a sign-up sheet to the next meeting.

Hayward will ask Marie Matsen if she or Mary Spilde could make a brief announcement at the in-service all staff meeting about the sustainability group &/or sustainability program.

### **3. Meeting with Oregon Community Colleges**

Hayward reported that a meeting of Oregon Community College's about sustainability has been scheduled for September 8, 2004. Representatives from Lane's sustainability group will attend. Members created a list of what should be reported from Lane at the meeting and what our goals for the meeting should be. See attached list of Lane contributions and goals.

### **4. Updates on Indicators**

Hayward reported that she has provided indicator data templates to all of the groups that agreed to develop indicator data by the end of the summer. The recycling rate indicator is essentially complete (attached) and is 49.39%. [NOTE: The attached report is a version that has been updated since the version that was discussed at this meeting.] Robertson reported on the transportation indicator subcommittee's progress. Some of the data they have gathered includes LTD ridership and number of vehicles on campus per day. Robertson mentioned the possibility of developing data that more clearly expresses the environmental impact of single occupant vehicle commutes to the college, such as air and water pollution estimates.

### **5. Report from Foodservices Subcommittee regarding compostable plates/bowls/utensils**

Sims explained that last week, he, Hayward, Venturi, Greg Winslow, and John Onstenk met to discuss whether composting could be expanded to accommodate this additional waste stream and/or whether reusable plates and utensils could be maintained. The subcommittee agreed to try a pilot program in which reusables will be retained in some areas for Fall Term. After Fall Term, an analysis will be conducted to determine whether to retain the reusables in those two areas, expand reusables to other areas, or to drop reusables all together.

### **6. Other business**

*Energy/Indoor Environmental Quality Analyst Hiring Committee:* Hayward reported that the college is in the process of hiring an Energy/Indoor Environmental Quality Analyst and asked for volunteers to be on the hiring committee. Members will contact Hayward if they are interested in participating on this committee.

*Paperless Meetings:* Ebbage proposed that sustainability group meetings be paperless and offered to bring a laptop and projector to future meetings.

### **7. Next Meeting**

The next meeting will be Thursday, September 9 from 2-3:30 pm. The agenda will include:

Foundation account – strategies for promoting and brainstorming project list (20 min)  
Community College meeting on sustainability debrief (30 min)  
Fall activities (10 min)  
Indicator reports (20 min)  
Other business (5 min)  
Next meeting (5 min)

Minutes prepared by: Jennifer Hayward  
Reviewed by: Margaret Robertson  
Date: 9/7/04

Attachments (2): Lane contributions and goals for the Oregon Community Colleges meeting  
on sustainability  
Recycling Rate Indicator Report

## **Action Items**

### **Activities for fall**

- Winslow to get quotes on both plastic and stainless steel to go mugs in various sizes (12, 16, & 20 oz.) and quantities (200 & 500).
- Skelton will determine vendor of environmentally-friendly water bottle for sale at Sundance Mercantile.
- Hayward to determine whether there is wireless internet capability at Building 1.
- Hayward to obtain computer and internet connection for the table.
- Hayward to order a tent for the table.
- Hayward will confirm the dates and times for the table and bring a volunteer sign-up sheet to the next meeting.
- Hayward will ask Marie Matsen if she or Mary Spilde could make a brief announcement at the in-service all staff meeting about the sustainability group &/or sustainability program.

### **“Green bag” lunches**

- Dumbleton to work on scheduling green bag lunch for early October.

### **Energy/Indoor Environmental Quality Analyst**

- Members who are interested in participating in the Energy/Indoor Environmental Quality Analyst hiring committee to contact Hayward.