

Minutes

sustainability group

Thursday, September 9, 2004 • 2:00 – 3:30 pm • Building 5, Room 206

Attendees:

Barbara Dumbleton, Science
Roger Ebbage, Science
Mandy Haenelt, Student and Facilities Management & Planning
Jennifer Hayward, College Operations
Marie Matsen, College Operations
Bob Mention, Facilities Management & Planning
Margaret Robertson, Advanced Technology
Joe Russin, Science
Mike Sims, Facilities Management & Planning
Rick Venturi, Specialized Employment Services

Minutes:

1. Community college meeting on sustainability

Matsen reviewed the purpose of the community college meeting on sustainability. Community colleges in Oregon were invited to attend a meeting to review what each college is doing in the area of sustainability. Ebbage reviewed the meeting noting that attendees included representatives from Chemeketa, Clackamas, PCC Rock Creek, Linn Benton, state government, and the Education for Sustainability Western Network. Curriculum was the primary topic and Lane was not able to discuss our activities in operations or to present the sustainability group's list of ideas about ways in which the community colleges could work together. A second meeting is scheduled for late October at the PCC Rock Creek campus. Mention suggested e-mailing the list of Lane's sustainability efforts to this group. Hayward will put the list on our website and e-mail the link to the community college group. Hayward reported that the Facilities Director from Chemeketa suggested that a more appropriate forum to discuss sustainability in operations might be at a community college facility directors' meeting. Matsen noted that she participates in a community college business officers group and that she will ask the group to put a discussion about sustainability on an upcoming meeting agenda.

2. Foundation account

How to publicize: Robertson reviewed the group's ideas for publicizing the foundation account from a previous meeting, including publicizing in the Daily, putting information on the web, and an announcement at Fall Inservice by Matsen or Mary Spilde. Hayward noted that the information is on the web and that a Daily announcement will be submitted this week. Matsen reported that she would not be able to do an announcement at the Inservice All Staff meeting. She did note, however, that the Executive Team is making a video to show at the All Staff meeting and that she and Sonya Christian are portraying their interest in sustainability in their portions of the video.

Members suggested the following additional ideas:

- Regular Daily announcements that point to what we've done over the last few years, the planning we've done this summer, and that points to a specific project for which we are fundraising on the webpage.
- Develop a PowerPoint-type presentation that shows sustainable projects we've implemented to date and our planned projects.
- Announce the foundation account at Green Bag lunches or other sustainability group sponsored events.

Haenelt will begin developing the computer presentation. Matsen asked that members include a statement that we do not wish for people to redirect donations from other Foundation accounts to the Sustainability account. Matsen will provide suggested talking points for group members to use when promoting the sustainability account.

Projects: Members brainstormed a list of long and short-term projects.

<u>Long Term Projects</u>	<u>Short Term Projects</u>
Biodiesel program that includes: <ul style="list-style-type: none"> ○ shifting our diesel-fueled motorpool vehicles to biodiesel; ○ replacing diesel in the central plant boiler tank with biodiesel; ○ manufacturing biodiesel on site using grease from the kitchen; and ○ coordinating with the Diesel technical program 	Making the southwest parking lot a demonstration of best practices in stormwater management. <ul style="list-style-type: none"> ○ [NOTE: Mention explained that the college is planning to pave the southwest overflow parking lot in the near future.]
	Green bag lunch on biodiesel. <ul style="list-style-type: none"> ○ [NOTE: Dumbleton noted that a part-time instructor in Science offered to give a presentation on using biodiesel and Haenelt noted that a friend of hers in the army developed a program in which gas vehicles were switched to biodiesel. She does presentations on the program and Haenelt may be able to arrange for her to come here.]
Projects (not yet assigned short or long term status)	
Photovoltaics (lighting)	
Living machines	
Green roofs	
Rain water harvesting	
Developing wind power (install a windmill in Redmond or Florence) that KLCC could use to power their new downtown facility	
Expansion of xeriscaping	
Expanding on-site composting to include grounds waste and more of the college's food waste	

Members will finish developing the list of projects and prioritize them at a future meeting.

3. Fall activities

Student Life and Leadership Development sponsors a welcome booth for students in front of Building 1 during the first two days of school at which they give away free drinks, snacks, and information about the college. Hayward reviewed that Robin Geyer reserved a table during this time that will need to be staffed from 7 am to 5 pm on Monday, 9/27 and Tuesday, 9/28. Members agreed that they could each sign up for an hour time slot to staff the booth. Hayward will distribute an e-mail asking members to sign up for times.

The group previously decided to have a computer connected to internet at which students may determine their ecological footprint and to give away reusable mugs at the table. Hayward is working with Computer Services on the internet connection. Hayward presented costs and other information about reusable mugs that the college could purchase as give-aways for the sustainability table. The mugs would need to be ordered by Friday, 9/10 in order to arrive in time. Members agreed to hold off on ordering mugs so that decisions about design, quantity, and funding source do not have to be so rushed. Hayward will look into purchasing a smaller quantity of mugs from the Bookstore as give-aways. The group will design and purchase mugs for give-aways at a future event. Sims will make an insert that can be placed inside of the mugs that explains the importance of using a reusable mug and that customers of the Lane Food Court will get \$0.15 off every beverage purchased with a reusable mug.

Members will contact other community organizations that are working on sustainability initiatives to ask if they have any information that they would like us to distribute to students at the booth. Haenelt will contact EWEB. Sims will contact BRING and Lane County Waste Management. Russin will contact Weyerhaeuser Recycling.

4. Indicator reports

Hayward will individually contact groups that are working on indicator reports to determine plans for finalizing reports within the next three weeks.

5. Other business

Education for Sustainability Conference: Matsen noted that there is a conference on sustainability and higher education sponsored by the Education for Sustainability Western Network October 21-23 (Thurs – Sat) in Portland. Hayward will distribute more specific information to members. Matsen noted that the college would try to work it out so that anyone who wants to go can go, even if it is just for one day.

Sustainability in Germany: Haenelt briefly discussed sustainable activities in Germany. At a future meeting, she will share additional examples of German sustainable practices that we may discuss as ideas for Lane.

6. Next meeting

Members agreed that the next meeting should be in about two weeks but because of Inservice activities, were not sure when a meeting could be scheduled. Hayward will look at the Inservice schedule and send an e-mail to the group with a proposed meeting date. Members agreed that the next meeting agenda should include: fall table; indicator reports; foundation—publicizing; and promote involvement.

Minutes prepared by: Jennifer Hayward
Reviewed by: Margaret Robertson
Date: 9/15/04

Action Items

Community college meeting on sustainability

- Hayward to put the list of Lane's sustainable activities on our website and e-mail the link to the community college sustainability group.
- Matsen to ask the community college business officers group in which she participates to put a discussion about sustainability on an upcoming meeting agenda.

Foundation account

- Haenelt to begin developing the computer presentation that shows sustainable projects we've implemented to date and our planned projects.
- Matsen to provide suggested talking points for group members to use when promoting the sustainability account.

Activities for fall

- Hayward to distribute an e-mail asking members to sign up for a one-hour time to staff the booth.
- Hayward to look into purchasing a smaller quantity of mugs from the Bookstore as give-aways. Sims to make an insert that can be placed inside of the mugs that explains the importance of using a reusable mug and that customers of the Lane Food Court will get \$0.15 off every beverage purchased with a reusable mug.
- Haenelt to contact EWEB to ask if they have any information or give-aways that promote energy or water conservation that they would like us to distribute at the table.
- Sims to contact BRING and Lane County Waste Management.
- Russin to contact Weyerhaeuser Recycling.
- Hayward to obtain computer and internet connection for the table.
- Hayward to order a tent for the table or arrange to have the table indoors.

Indicator reports

- Hayward to individually contact groups that are working on indicator reports to determine plans for finalizing reports within the next three weeks.

Education for Sustainability Conference

- Hayward will distribute information to members about the Education for Sustainability Conference that is taking place in Portland in October.

"Green bag" lunches

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