

**Minutes**  
**sustainability group**  
**Wednesday, June 8, 2005 • 3:00 – 4:30 pm • Building 16, Room 211**

**Attendees:**

Jennifer Hayward, College Operations  
Phil Martinez, Social Science  
Steve McQuiddy, Academic Learning Skills  
Joseph Newton, Science  
Amanda Poston, Conference and Culinary Services  
Mike Sims, Recycling & Surplus Property  
Rick Venturi, Specialized Employment Services

**Minutes:**

**1. Community College Moment 2006 – Sustainability Theme**

McQuiddy announced that the Community College Moment would have a sustainability theme for its 2006 edition. McQuiddy asked sustainability group members to consider submitting articles, poetry, or other original work relevant to the community college mission and environment. Submissions are due by October 14, 2005. Additional details are available at <http://teach.lanecc.edu/ccm/submissions.htm>.

**2. Update on Fall Conference**

Hayward provided the group with an update on the Oregon Bioneers Conference that Lane is hosting this October 14, 15, & 16. Members provided the following input on promoting the conference to staff and students.

- Attend division meetings at the beginning of the school year.
- Make an announcement at In-service. Show the 10 minute Bioneers DVD at In-service.
- Have Bioneers do In-service workshop(s).
- Have a table, flyers, and a banner up at In-service.
- Make announcements to students about the conference on the first day of class.
- Write a very short paragraph about Bioneers and ask faculty to include it in their syllabus.
- Send out a series of e-mails about Bioneers to faculty. The first e-mail should be a week before In-service. The second should be the week of In-service. The third should be the first day or two of classes. The e-mail should ask faculty to announce the conference in class and to add info about the conference to their syllabus if possible.
- Daily announcements
- Torch articles
- Posters out on a sandwich board.
- The week of the conference, put up a banner and flyers on campus. Make the conference look welcoming to those who hear about it for the first time on Friday and might want to come and check it out.

Members also brainstormed programming for the conference, including:

- Green homes tour (Phil Martinez, Karyn Kaplan)
- Recycling (Pete Chism)

**3. Energy Analyst Position Update**

Hayward reported that the Energy Analyst has been hired. Her name is Anna Scott and she will begin work on June 13, 2005.

#### **4. Sustainability Program Staff Goals for 2005/2006**

Hayward's goals include:

- Developing the Energy Analyst position such that a 10% energy use reduction is achieved by June 2006.
- Implementing the biodiesel project.
- Obtaining LEED for Existing Building Certification for one building on campus.
- Helping to coordinate and promote the Oregon Bioneers Conference that will take place October 14-16, 2005. Performance target is that at least 100 staff and 200 students attend the conference.

Sims goals include:

- Increasing the recycling rate by 8%.
- Upgrading recycling stations around campus.
  - Remove the 55-gallon drum paper recycling containers and replacing them with more aesthetically pleasing containers.
  - Create a revenue account from sale of surplus property to be used for recycling containers.
- Facilitating the return of reusable plates, bowls, and utensils to the cafeteria.
- Expanding composting (adding another Earth Tub composter).
- Increase recycling education efforts on campus.

#### **5. LEED-EB Certification for a Campus Building**

Hayward explained that she, Anna Scott, Mike Sims, and Todd Smith (planner from Facilities Management & Planning) would be working on obtaining the U.S. Green Building Council's Leadership in Energy and Environmental Design for Existing Buildings (LEED-EB) certification on a campus building. This group will probably initially look at the newer buildings on campus for certification and Building 16 is the top choice right now. Poston recommended Building 19. The LEED-EB group will meet to discuss building choice and will report back to the sustainability group.

#### **6. Talloires Declaration**

Hayward reported that the Learning Council discussed whether they support the college signing the Talloires Declaration during their June 3, 2005 meeting. Hayward was unable to obtain a report on this discussion but she will have one for the group by the next meeting.

#### **7. KLCC Garden Tour/Lane Community College Sustainability Table**

Hayward announced that we are having a "LCC Sustainability" table at one of the homes on the KLCC garden tour which is taking place on Sunday, June 26. The table will have information about rainwater harvesting. Members provided suggestions for additional informational items to have at the table including:

- Information on composting; worm bin; composting wheel from City of Eugene.
- Flyer for the Oregon Bioneers Conference.
- Information about native landscaping; pictures of the LCC native landscaped site.
- Cards from BRING about making household items out of reused materials
- Information on reducing/eliminating PVC in your home (i.e. use linen shower curtain)

#### **8. Indicator Reports**

Members discussed updating the Environmental Impact Report that was originally created last summer. Attendees volunteered to work on updating sections as follows:

<b>Indicator Report Section</b>	<b>Members to work on updating for 2004/2005</b>
Energy	Poston and Anna Scott
Water	Hayward
Recycling	Sims
Transportation	Venturi and Newton
Landscape Maintenance	Newton

Hayward will send an e-mail to the sustainability group asking other members to volunteer to help with updating this document.

## **9. Next Meeting**

The next meeting will be Wednesday, July 6 from 3:00 to 4:30 pm in Building 16, Room 211.

Minutes prepared by: Jennifer Hayward

Date: 6/30/05

## **Action Items**

### **Laundry Environmental Audit**

- Venturi to audit environmental practices in the Laundry to determine whether improved environmental practices could be implemented. The investigation will include: chemical use; water volumes; temperatures; and heat recovery (Ebbage noted that an Energy Management class could help the laundry investigate heat recovery strategies).
- Hayward to ask the Green Chemistry Club coordinator, John Thompson, whether the Club's students would be interested in researching Laundry chemical use as a project.

### **Coordination with Facilities Council**

- Hayward to send an e-mail to the sustainability group asking people to let her know if they are interested in being on the Facilities Council's Long Range Transportation Planning Task Force.

### **"Green bag" lunches**

- Hayward to determine whether architect, Galen Ohmart is available to do a presentation on Lane's proposed Model Sustainability Building as a green bag lunch.
- Hayward to ask Marie Matsen to ask Tracy Simms if the monthly sustainability green-bag lunch event could be a regular event listed on the Lane home page.

### **Foundation account**

- Matsen to provide suggested talking points for group members to use when promoting the sustainability account.

### **Sustainable Paper Use**

- Sims to meet with Information Technology to discuss how double-sided printing can be increased in labs and offices.
- Sims to move forward with a promotional campaign regarding sustainable paper use, including designing and printing stickers encouraging double-sided copying to place on copiers
- Sims to remain in contact with Anderson regarding the elimination of fluorescent and heavily died papers.
- Sims to set up a meeting of the Sustainable Paper Use sub-group to plan out how to move forward plans to encourage staff to make double-sided copies.

### **Indicator Reports**

- Hayward to send an e-mail to the sustainability group asking other members to volunteer to help with updating this document.