

Minutes
sustainability group
Wednesday, August 10, 2005 • 3:00 – 4:30 pm • Building 16, Room 211

Attendees:

Jennifer Hayward, College Operations
Marie Matsen, College Operations
Joseph Newton, Science
Amanda Poston, Conference and Culinary Services
Anna Scott, College Operations – Energy
Mike Sims, College Operations – Recycling
Margaret Robertson, Advanced Technology
Jennifer Steele, College Operations

Minutes:

1. Fall Conference - Bioneers

Members discussed Anthony Cortese's schedule and agreed upon the following:

Thursday

- **Morning:** Meet with Sustainability Group and Sustainability and Learning Group
- **Afternoon:** Address all campus
- **Night:** Dinner with Lane's Executive Team, Eugene Mayor, Kitty Piercy, and others. Discuss link between higher education and the community. How can we partner?

Friday

- **Afternoon:** Workshop at Bioneers – Incorporating Sustainability into Curriculum
- **Evening:** Keynote at Bioneers

Saturday

- **Morning:** Meet with Curriculum Development Committee, Learning Council, and Faculty Council
- **Afternoon:** Workshop at Bioneers – Role of Education in Sustainability

Members discussed how to use Cortese's time most effectively and agreed that we should submit some questions and areas on which we would like to focus in advance. Robertson noted that it would be helpful if he would discuss best practices in organizational structure and effective strategies. Members suggested that during the meeting with the Sustainability Group and Sustainability and Learning Group on Thursday that Cortese help us develop strategic goals (initiatives) around which we can develop promotional programs. Hayward will send an e-mail to the group asking members to provide additional questions via e-mail.

Members discussed promotion of Bioneers. Hayward will invite culinary staff to attend the Friday night dinner at Bioneers and Cortese Keynote after the dinner. Robertson suggested that we try to get on division meeting agendas to encourage people to attend Bioneers. Hayward will prepare a paragraph about Bioneers for Sonya Christian, Vice President for Instruction and Student Services, to include in the "Welcome Back" letter to faculty. Hayward will ensure that the dinner with Cortese is on President Spilde's, Matsen's, and Christian's calendars.

Members discussed programming that they would like to see at the Conference. Matsen suggested that Bob Doppelt be invited to do a workshop on Eugene's Sustainable Business Initiative.

2. Indicator Reports

Members discussed the status of the indicator reports. None of them have been completed yet. Hayward will provide more prompts and encouragement to groups working on the reports. Margaret reported that she

met with Susan Tatar regarding the Transportation Report. They have mapped out a plan for obtaining the data. Matsen suggested that counting cars and people per car one to two days per year be included as part of our indicator data. The group will discuss the logistics of counting cars at a future meeting. Newton suggested that the report be formatted in a way that saves paper while still making it clear how data was obtained and calculations done.

3. Awards

Members discussed awards and incentives to offer to staff, students, and/or departments for excellence in energy conservation or sustainability efforts. Steele will consult with Pam Farmer, Training and Professional Development Coordinator, about current employee recognition programs. Steele suggested that we develop an overall marketing and promotional plan for sustainability. Newton noted that this plan should include an annual calendar to ensure that planning begins early enough for faculty to incorporate events into curriculum. Scott and Steele will meet to develop a draft marketing plan and calendar.

4. Update on Projects

- a. **Biodiesel:** Hayward reported that the students are still working on building the biodiesel processor and hope to have a batch made by the start of school. Robertson noted that there was a recent article in a City of Eugene Parks and Maintenance newsletter reporting that the City's entire Parks and Maintenance fleet is run on biodiesel and that they've replaced hydraulic fluid with vegetable oil. Matsen suggested that we have a public demonstration of the biodiesel project around the beginning of the school year.
- b. **Sustainable Paper:** Sims proposed that the sustainable paper sub-group shift towards working on sustainable purchasing in general. Sims explained that many of the barriers to sustainable paper use have to do with printer purchasing and paper purchasing and that tackling purchasing issues would be a more systemic way to approach sustainable paper use and many other sustainability initiatives. Robertson suggested that we discuss forming a sustainable purchasing sub-group at a fall meeting when we may have greater attendance. The group agreed with the proposal.

5. Sustainability in Senator Wyden's Office

Scott reported that she recently spoke with a field representative from Senator Wyden's office. The representative expressed that Wyden's office is interested in what Lane is doing in the area of sustainability. The staffer also encouraged Lane to let them know if we need support from Wyden's office. Scott noted that the representative, June, would like to receive invitations to promotional events at the college. Matsen suggested that we develop a tri-fold brochure that can be given to officials, media, etc. when they call to ask about our sustainability program.

6. Campus Sustainability Day Webcast

Members briefly discussed whether to host the Campus Sustainability Day Webcast sponsored by the Society for College and University Planners that will be broadcast on October 26, 2005. Hayward will discuss the logistics with Distance Learning and then review the idea with the sustainability group at a future meeting.

Next Meeting: The next meeting will be Wednesday, September 14 from 3:00 to 4:30 pm in Building 16, Room 211.

Minutes prepared by: Jennifer Hayward
Date: 12/15/05

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.
- Scott to work on planning an energy conservation &/or renewable energy for homeowners green bag. She will contact the Energy Outlet to determine whether there are some give-aways that they could donate.
- Hayward to develop a draft list of series topics for the group to review.

Foundation account

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

Indicator Reports

- Scott to contact Poston to schedule a meeting during the first week of August to work on the energy report.
- Sims to update the recycling indicator report data and contact Mention to schedule a meeting.
- Hayward, Robertson, and Gosar to schedule a water meeting for the first week of August.
- Hayward, Newton, and Gosar to schedule a meeting to work on the Landscape Maintenance indicator.

Bioneers

- Hayward to send an e-mail to the sustainability group asking members to provide additional questions for Cortese via e-mail.
- Hayward to invite culinary staff to attend the Friday night dinner at Bioneers and Cortese Keynote after the dinner.
- Hayward to prepare a paragraph about Bioneers for Sonya Christian, Vice President for Instruction and Student Services, to include in the "Welcome Back" letter to faculty.
- Hayward to ensure that the dinner with Cortese is on President Spilde's, Matsen's, and Christian's calendars.

Marketing

- Scott and Steele to meet to develop a draft marketing plan and calendar.

Biodiesel Project

- Hayward to schedule a public demonstration of the Biodiesel Project once the processor is up and running.