

**Minutes**  
**Sustainability Group**  
**Thursday, January 24, 2008 • 2:30 – 4:00 pm • Building 5, Room 206**

**Attendees:**

Amber Alexander, OSPIRG/Student  
Susie Cousar, Health and PE  
Roger Ebbage, Energy Management  
Kyle Hammon, Distance Learning  
Jennifer Hayward, Sustainability Office  
Gail Hemsoth, Adult Basic and Secondary Education  
Patty Hine, Computer Information Technology and College Now  
Michael Levick, Information Technology  
Bob Mention, Facilities Management and Planning  
Margaret Robertson, Advanced Technology  
Anna Scott, Sustainability Office  
Mike Sims, Sustainability Office  
Jennifer Steele, College Operations  
John Thompson, Science  
Gloria Vanderhorst, College Operations  
Dave Willis, Facilities Management and Planning

**Minutes:**

**1. Introductions**

Participants introduced themselves.

**2. Discussion on Sustainability Placement within Lane's Organization**

Jennifer Steele (Jen) explained that she is on the Management Structure Workgroup. This workgroup is tasked with recommending to President Spilde a management structure for the college. The recommendation is due February 14, 2008. Members of the Workgroup are currently meeting with different college groups to obtain input about the management structure. Jen asked the sustainability group to make a recommendation about where sustainability should be placed within the college structure. Attendees discussed where sustainability should reside at Lane. All members agreed that sustainability should be placed at a high level. The two proposals on which all members agreed was that sustainability should report to either the President or have dual reporting to the Vice President, Operations and Vice President, Instruction.

**ACTION:** Jennifer H. will e-mail Jen with the official recommendation of the group.

**3. Reports**

**Sustainability and Learning Group:** Susie provided a report of Sustainability and Learning Group activities. That group is working on the following projects.

- Designating courses as "Green Stamp" courses. Faculty will be able to apply to have their class(es) designated with a "Green Stamp." These classes will then be highlighted as sustainability classes in the course catalogue and on the website. The Sustainability and Learning Group would also like to set up a system offering students a sustainability recognition award if they take a certain number of the "Green Stamp" classes.
- Developing a Sustainability Coordinator AAS degree and an Environmental Health Specialist AAS degree.
- Hosting a Precautionary Principle academy in Fall 2008.
- Infusing sustainability across the curriculum. The group applied for a grant to fund faculty to teach other faculty to infuse sustainability into their curriculum.

- Developing a sustainability degree requirement. The State of Oregon currently does not allow community colleges to add their own degree requirements for AAOTs. All requirements have to be state-wide. The Sustainability and Learning Group would like to lobby the state to require a sustainability class.
- Events: Focus the Nation.

Gloria suggested that the sustainability group should develop a department “Green Stamp.”

**Recycling:** Mike reported that there is lots of campus interest in recycling. Lane’s recycling is also seen as a community resource and is included in the “brown pages” of the phone book. Some recycling projects include:

- A new space is being built on the east side of Building 7. This space will be used for can and bottle recycling. It will be a locked, enclosed space that will cut down on theft and provide a more comfortable workspace for recycling workers.
- Lane is participating in RecycleMania. It is a recycling and waste reduction competition that over 400 colleges and universities participate in annually. Mike will provide updates to the sustainability group as the competition progresses.

Joe asked if Mike could use student help in Recycling Mania.

**ACTION:** Mike and Joe will coordinate on student volunteers for Recycle Mania.

**Energy Conservation:** Anna reviewed several of the energy conservation projects on which she is working, including:

- Locating sites for solar electricity installations.
- Working with departments on improving sustainability in their offices.
- Collecting energy incentives from past projects.
- Indoor environmental quality upgrades.

**Managers’ Forum Presentation:** Anna noted that the Sustainability Office recently presented at the Managers’ Forum. The purpose of the presentation was to let managers know what sustainability can do for their departments and what their departments can do to contribute to sustainability. Anna noted that the presentation resulted in several requests from managers for the sustainability office staff to help improve sustainability in their departments.

**National Conference on Sustainability for Community Colleges:** Jennifer reported that a small subcommittee consisting of Kyle, Jen, Susie, and Amber have been meeting and working on planning for the conference. They have determined top choices for keynotes and will be inviting them shortly. Jennifer explained that she would soon be sending this group requests for proposals and she encouraged members to submit presentation proposals. She also asked members for ideas on presentations that they would like to see. Dave suggested a workshop on maintainability in Building Design.

**ACTION:** Jennifer will e-mail group a call for presentation proposals.

**ACTION:** Members will submit presentation proposals.

**ACTION:** Jennifer will put a placeholder in the conference program for a workshop on maintainability in Building Design.

**ACTION:** Dave will let Jennifer know about any leaders in this field of which he is aware.

#### **4. Events: Focus the Nation, January 31, 2008**

Amber and Joe updated the group on Focus the Nation activities. President Spilde sent an e-mail to all faculty asking them to spend 15 minutes on January 31 discussing solutions to climate change from the perspective of their discipline. Many faculty have responded that they will participate in this “Teach-In.” There will also be a panel discussion consisting of 4 faculty and Jennifer. They will each make brief presentations and then have a Q&A with audience members. This panel discussion will take place from 3:00 – 4:20 pm in Building 3, Room

216 (the Boardroom). Faculty have been encouraged to bring their classes and/or to give students extra credit for attending. All students and employees are encouraged to attend.

Gail reported that the Cottage Grove Campus is hosting a webcast called the 2% Solution as part of Focus the Nation on Wednesday, January 30 from 5:00 – 6:00 pm.

#### **5. Sustainability Tracking, Assessment, and Rating System (STARS)**

Subgroups reported on their progress on filling out their section of STARS. Jennifer reported that Brian and Thomas are about 85% finished completing the Social Responsibility portion. Gloria reported that she and Jen completed the Governance and Finance sections and had a question about one of the items.

**ACTION:** Jennifer will follow up with Jen and Gloria to help resolve their question on the one item in the Governance and Finance Section of STARS.

Susie and Patty met as the Education and Research Group and Anna, Mike, and Dave met as the Operations group during the last ten minutes of the meeting.

Members may view the STARS checklist and instructions at  
<http://www.aashe.org/stars/STARS0.4.pdf><http://www.aashe.org/stars/STARS0.4.pdf> .

**ACTION:** The 4 subgroups will work on finalizing their sections of STARS and report on progress/status at next sustainability group meeting.

**6. Next Meeting:** The next meeting will be Thursday, February 28 from 2:30 to 4:00 pm in Building 5, Room 206.

Minutes prepared by: Jennifer Hayward; Date: 1/30/08.