

Minutes
Sustainability Group
Thursday, December 4, 2008 • 2:30 – 4:00 pm • Building 16, Room 211

Attendees:

Amanda Eriksen, Conference & Culinary Services
Jennifer Hayward, Sustainability Office
Brian Kelly, Conference & Culinary Services
Pamela McGilvray, Disability Services
Anna Scott, Sustainability Office
Mike Sims, Sustainability Office
John Thompson, Science
Katherine Vos, Facilities Management & Planning

Guest:

Bob Baldwin, Purchasing

Minutes:

1. Introductions

Participants introduced themselves.

2. Reports

Recycling: Mike provided updates on several new recycling projects. Recycling started offering composting in the cafeteria this term. A new Recycling Center has been included as a Bond Project. Once the Recycling Center is built, recycling operations will be consolidated and more efficient. The college will be able to recycle more and earn more revenue through recycling. Mike also explained that he is currently working on upgrading recycling containers around campus, especially the metal barrels that collect paper in most buildings.

Energy: Anna reported that a variety of student workers and FMP staff have been and will be conducting energy audits around campus that include looking into people's offices. Anna asked if attendees would let others in their departments know that this may be coming and ask them to be respectful to the auditors.

Sustainability and Learning Update: Jennifer provided updates on two Sustainability and Learning Group projects. The first project is an application for sustainability course status. This is a document that faculty will fill out to request that classes be considered sustainability classes. Once the college can officially consider classes "sustainability classes," we can highlight them in the print and on-line course catalogues. The form is similar to the one that faculty fill out to have classes considered Ethnic/Gender/Cultural Diversity courses. The Sustainability in Learning group is currently working on obtaining approval for the application. The second project is the sustainability infusion project. This is an EPA funded project in which faculty member, Tammie Stark, is training 20 faculty to train 10 faculty each on infusing sustainability into curriculum.

Meyer Fund for a Sustainable Environment: Jennifer reported that the college has the opportunity to apply for grants through the Meyer Fund for a Sustainable Environment. This \$1,000,000 fund was donated to Lane and the UO for innovative sustainability projects. It is a five year fund in which \$200,000 is distributed each year. 2008 is the second year of the fund. Funding requests are due 12/5/08. Jennifer is working on submitting two proposals. One proposal is for a learning garden coordinator and the other is for curriculum development funding for the sustainability infusion project.

3. Green Purchasing

Attendees created a list of suggested green purchasing practices to review with Lane's Purchasing Coordinator, Bob Baldwin prior to him arriving at the meeting. Following is the list:

- Reuse building materials.
- Use purchasing criteria other than cost.
 - Reduces carbon footprint.
 - Local.
- Require some kind of a sustainability review of purchases over a certain dollar amount.
- Develop COPPS procedures.
- Work with Office Max on a green purchasing list.
- Maintain a web-based inventory of surplus property. (Mike noted that this would require additional staffing).
- Promote use of surplus property.
- Promote local and/or used goods
- Use crayola markers on whiteboards instead of the low-odor whiteboard markers.

Once Bob arrived, he reviewed some of his green purchasing ideas. Bob said that he attended a green purchasing conference recently and is interested in drafting some policy based on information presented at the conference. He suggested that we work with Office Max to design a custom interface for Lane that will highlight green items and he noted that Office Max can prohibit certain purchases via their Lane interface (i.e. paper with no recycled content). He also noted that current public purchasing law allows for life cycle costing.

Bob explained that making changes in Banner, like requiring people to check whether certain purchases are Energy Star, is complicated and maybe not possible. He said that it might be possible if SCT did the changes for us. He noted that Sue Iverson would be the best person at Lane to talk to about Banner changes.

Attendees reviewed the sustainability group's list of ideas with Bob. Bob noted that barriers are:

- Financial.
- The decentralized nature of our purchasing system.
- Staff time.
- The need to have an unquestionable system for comparing vendor's products. This is particularly a barrier in using criteria like carbon impacts. However, already established systems (like Energy Star) would probably work.

Bob summarized what he considered to be the most effective green purchasing strategies that we could take on at this time:

- 1) Policy to include things like: a) must use Office Max for office supply purchases; and b) can only purchase recycled toner cartridges.
- 2) Setting up some Office Max systems including a "green" web interface and not allowing Office Max purchases of some items.
- 3) Requirements for purchases over \$5000.

Bob noted that the bulk of college purchases come from FMP, IT, and Conference and Culinary Services.

The group discussed that staff awareness of green purchasing options is an important step.

4 & 5. Review/Approve Sustainability Group Charter & Logo for Lane's Institute for Sustainable Practices

The green purchasing discussion took up the rest of the meeting and there was not time to discuss the last two items. The group agreed to decide on these two items via e-mail. Jennifer will send out requests for group input/approval.

Minutes prepared by: Jennifer Hayward; Date: 1/20/09