

Sustainability Committee Meeting Summary
Sequoia Hall Room 318
May 8, 2009

Members present: Mike Christensen (committee Co-Chair), Ron Richardson (committee Co-Chair), Claudia Bridges, Carolyn Gibbs, Linda Hafar, Virginia Matzek, Georgina Stevenson, Kirtland Stout, Josh Neff (Substituting for Hunter Merritt), Karen Hansen, Nat Martin, Jill Gellerman (substituting for Ruedi Egger)

1. Review and approval of February and March Meeting Summaries
2. Report on progress of previous meetings Action Items
 - A. Request for update on the water fountain attachments. Daryn was absent.
 - B. Mike updated the committee on the issue regarding bicycle paths (see March summary). He stated that the transportation committee will be reviewing the bicycle situation on campus.
 - C. Request for update on You-Tube video. Virginia stated that she put the two constituents together (Darren and Jenny Stark) but is not aware of the current status of the proposed project.
 - D. Request for update on website. Carolyn stated that additional notes need to be added to help the web-designer create the design. A quote for creating the website will then need to be obtained.
3. Discussion on new actions that fall within our strategic priorities—what we are doing and how are they related to the Strategic Priorities. The committee focused on the first strategic priority:
 - A. We are not coordinating activities and we are not promoting our reach very well to areas like Student Affairs.
 - B. Mike suggested writing a memo to the campus community that encourages Program Center to create their own sustainability initiatives, which tie into the initiatives created by the Sustainability Committee that were approved by President Gonzalez. The memo would be followed (no hyphen) up with a personal visit from Mike and Virginia.
 - C. Virginia suggested a face-to-face meeting first. Claudia suggested the committee do both simultaneously.
 - D. Virginia suggested the committee prioritize the people to be targeted first.
 - E. Nat suggested we use the HOK report that was developed as a springboard and blueprint to how to approach the different campus units. The report helped to reach out to the various facilities areas asking their opinions on where they are now and where they intend to go to in the future.
 - F. Karen suggested using the results of projects completed by her students that asked, “What can you do to increase your organization’s sustainability efforts?”

Action Item: Karen will do a content analysis of these projects and bring it to the next meeting.

Action Item: Mike will compose the letter over the summer and start the process.

- A. Claudia asked about bullet 2, Strategic Priority #1.
- B. Are there people on campus that are active liaisons—connecting Sac State to the outside world?
- C. Who is the Sac State representative for outside committees (City of Sac committees)?
- D. Linda suggested that if you want the visibility for our sustainability within the larger community, you will need more than just committee representatives, you will need press releases and marketing campaigns.
- E. Georgina brought up the fact that trying to accomplish these community connections by committee is too difficult; we need a sustainability coordinator.
- F. Virginia asked, are you proposing a motion regarding the need for a full-time Sustainability Coordinator?
- G. Ron added that he has had this discussion with Steve Garcia but budget times are hard and there is no money for this position.
- H. Virginia suggested that the committee keep asking for a Sustainability Coordinator.

Action Item: Jill will talk to Chico's dining services sustainability coordinator to find out how they are funded.

- A. Mike also suggested that there are other things the committee could accomplish without a coordinator. For example, a community member position could finally be filled; a person who will come to our meetings and then go back to the community to tell them what Sac State is doing.
- B. Virginia suggested that the Government Affairs Cabinet Member (Phil Garcia) knows people and could help identify a Community Representative for the Committee.
- C. Virginia suggested that we also need to have a great relationship with campus Public Relations. Highlights of our meetings could be given to PR to promote what we are doing.

Action Item: Mike Christensen will contact Public Relations regarding assistance in promoting sustainability across the University.

- A. As potential PR resources and activities, the Committee also discussed the use of the LCD screens around campus for posting sustainability information. Virginia suggested that we might be able to work with the University Union to utilize some of their resources, i.e., the WELL, in promoting sustainability.
- B. Georgina Stevenson motioned that a full-time Sustainability Coordinator position be created, and a person be hired to fill the position. Virginia Matzek seconded the motion. The motion passed unanimously.

4. Victor presented a proposal for a Campus Sustainability Trail. The proposal recommended:
 - A. A “trail” that connects the American River Courtyard to the WELL building.
 - B. The route would include signage that would educate the community on sustainability facts as well as highlight activities being implemented at Sac State.
 - C. The “trail” would link all the campus activities (i.e., both physical [campus buildings], and organizational [campus units]) by asking them to submit facts to be included on signage that would be visible along the path. The signage would allow individuals to participate in a self-guided tour of Sac State’s sustainability efforts and accomplishments.
 - D. Victor suggested that it would be great if students could create the facts-based signs as well as provide the design.
 - E. Carolyn suggested that it would be a great project for the Graphic Design students within her department. Josh Neff (substituting for Hunter Merritt) suggested that this may also fall within the expertise of the Recreation, Parks and Tourism Administration department. He suggested that their assistance be solicited in promoting/completing this project. Virginia added that she can think of several departments and academic disciplines that could be a great resource for completing the project.
 - F. Victor’s next step is to create a Task Force with all interested parties to meet and discuss how to proceed.

Action Item: Victor will construct and lead a Task Force to address this proposal.

5. Jill Gellerman (substituting for Ruedi Egger) provided an update on sustainability activities within Dining Services.
 - A. A letter was sent to all food vendors requesting information on their sustainability efforts.
 - B. Jill Gellerman presented highlights on efforts by Pepsi, Canteen Vending, Gordito, Dreyers, Da Dell (Da Deli?), Round Table, Tarts & Truffles, Java City, Burger King, and Hula Bar and Grill.
 - C. Virginia asked, “What was the purpose of requesting this data?” Jill responded that it was a fact-finding effort that can be used to establish a sustainability clause for future vendor contracts.
 - D. Virginia suggested that a similar process be utilized to evaluate the sustainably activities and efforts of other campus contracted services.
6. Carolyn suggested a change to the organization of all future committee meetings be modified as follows:
 - A. A guest (from other campus sectors not currently represented) should be invited to meetings to either present their sustainable efforts and/or ideas or to present on a topic of their expertise to help further educate the committee members.

- B. In between guest appearances, committee members themselves could present a topic of their expertise to help further educate the committee members.
- C. Updates of sub-committee and facilities presented at each meetings be changed into a rotational cycle where only 1-2 sub-committee or facility reports are given
 - 1) Mike added to the suggestion by proposing the following meeting structure:
 - a. Meeting Minutes approved (using a Consent Calendar structure proposed by Virginia earlier).
 - b. Review of the committee’s Action Items—both pending and recently completed.
 - c. Review of the committee’s Strategic Priorities—including brainstorming new Action Items for these Strategic Priorities.
 - d. Sub-committee/Facilities updates.
 - e. Guest or committee member presentation—started promptly at 10:30 a.m.

The committee endorsed the idea.

Meeting Adjourned at 11:05 a.m.

This is a compilation of notes taken by Carolyn Gibbs.