

***Learning Green, Living Green* Steering Committee Meeting Notes Frostburg State University's Sustainability Initiative**

Tuesday, Feb. 19th, 4:30pm – 6:00pm, Lane Center 202.

Members present: Joan Andorfer, Karla Diehl, Sydney Duncan, Paul Kazyak, Jim Limbaugh, Dana Severance, Jason Litten, Bill Seddon, Monika Urbanski, Kara Rogers-Thomas, Sam White, Jeff Sellers, Mikal Crawford, Dave Arnold, Hilkat Soysal for Oguz Soysal.

Members absent: Ray Blank, Dave Firman, Richard Scott, Becca Ramspott, Karen Treber, Skott Brill, Patrick O'Brien, Bud Precht, Lisa Rodgers, Alan Snyder.

MEETING AGENDA

A. AASHE STARS Program

AASHE STARS stands for the Association for Advancement of Sustainability in Higher Education Sustainability Tracking, Assessment, and Rating System. A short Powerpoint Presentation outlined our membership in this program. Important points include:

- STARS is an attempt to translate an inclusive view of sustainability into measurable objectives at the campus level
- Creates meaningful comparisons over time and across institutions by establishing a common measurement of sustainability
- Creates incentives for continuous improvement
- FSU has become a pilot member of the STARS program
- Pilot phase begins in early 2008 and will end on December 31, 2008
- AASHE plans to release STARS 1.0 in spring 2009. STARS 1.0 will be the first version to allow campuses to achieve a sustainability score.
- There are two phases of the pilot program. Phase I occurs over the first half of 2008 and Phase II occurs over the second half of the year.
- Credits can be earned in three categories: education and research, operations, and administration and finance. Phase I will include all of operations and half of administration and finance. Phase II will include half of administration and finance and all of education and research.
 - Sample credits from operations include buildings, grounds, dining services, energy and climate, recycling and waste minimization, purchasing, and transportation.
 - Sample credits from administration and finance (Phase I only) include investment, planning, and sustainability infrastructure.

- Frostburg's participation in this pilot study involves an ad-hoc committee willing to plot out strategies and identify resources, individuals, and groups.

LGLG committee members were asked about their interest in participating in the STARS ad-hoc committee. Sam White, Sydney Duncan, Paul Kazyak, Dave Arnold, and Keramat Poorsoltan agreed to participate.

- B. Proposal for a new Office of Sustainability and a Sustainability Officer – Two documents were presented to the LGLG committee members. One was a Scope of Duties for a proposed Office of Sustainability. The other was a job description form for a proposed Sustainability Officer. The LGLG committee members were asked to review the documents and present their opinions. The goal is to ultimately present a set of recommendations approved by the LGLG committee to Dr. Gibraltar.

Rationale for this set of proposals includes:

- A new Sustainability Initiative launched by Chancellor Kirwan of the USM on February 15, 2008 aims to promote environmental stewardship and sustainable practices across the system's universities, research institutions, and regional higher education centers. The aim is to become a national leader in institutional responses to the challenges of global climate change <http://www.usmd.edu/newsroom/news/439>.
- The growing response and interest in the LGLG movement from the campus community and beyond.
- The expectation that our responsibilities to ACUPCC will grow over time.

The documents presented propose an Office of Sustainability that will report to the Vice President of Administration and Finance. The proposal called for a full-time Sustainability Director and part-time to full-time Administrative Assistant. Student workers may also be employed. The level of staffing will be dependent on the resources available.

The Sustainability Office duties would include the promotion of sustainability efforts, management of the *Learning Green, Living Green* Sustainability Initiative, and compliance with all ACUPCC and AASHE requirements, among other duties.

Overall, the response from the LGLG committee was positive. Members agreed that this would be a logical next step and the best course of action, considering the importance of the issue at hand. Several members suggested revisions to the documents presented. Most of these revisions involved the proposed salary and qualifications of the Sustainability Director, as well as the Office budget. The question of how sustainability should be defined was also raised. These suggestions

were discussed, and consensus was reached on changes to be made. Revisions will be made before presentation of the final documents to Dr. Gibraltar.

C. Updates

1. Focus the Nation – Jim thanked everyone who participated in Focus the Nation. He indicated that the FTN organization has already an event for 2009, entitled “Focus x Five”. The goal for next year is to grow involvement from 1,000 organizations to at least 5,000. Jim asked the committee about potential improvements for next year. Suggestions included:
 - Override room reservations timeframe requirements so we can start reserving rooms now.
 - Revise panel presentations. This could include moving them to a smaller room or combining FSU faculty and guests on interdisciplinary panels.
 - Provide more changeover time between sessions.
 - Consider an alternate date, preferably on Monday, Wednesday, or Friday. Some schools did this in 2008
2. E = LG² – This semester, Sydney Duncan’s Copying and Editing class is creating a magazine entitled E = LG². She is currently soliciting articles (particularly from the sciences) and photography for the magazine, and asks that the LGLG committee members approach students about presenting work. Ann Townsell offered graphic design help with the project.
3. Recycling – The recycling proposal is in the finishing stages, and will be presented to Dr. Gibraltar in a few weeks.
4. Individual Actions – The subcommittee is in the process of analyzing the survey results from last December. Results will be presented to the LGLG committee in a few weeks.
5. ENERGY STAR Policy – The ENERGY STAR recommended policy has been submitted to Executive Committee. When approved, we will be well on our way to satisfying one of three ACUPCC requirements.
6. Princeton Review – FSU recently submitted information to Princeton Review to be considered for the Green Rating distinction. Committee members received a handout for review that included the submitted information.
7. The 2008 Smart and Sustainable Campuses Conference at College Park. The conference runs from March 31 through April 2, 2008. Cost is \$349 if registered by March 3. You can get single or double occupancy rooms at \$179 per night. www.nacubo.org/x9790.xml

D. Inventory of Local Green Activity – LGLG committee members received a handout that shows the inventory of local green activity. Special thanks to Kara, Sydney, Ann, Bill, and Keramat for submitting their ideas. The rest of the committee was reminded to submit their ideas before March 1, 2008.

E. Ink Jet and Toner Recycling - We learned that *The Bottom Line* student organization has a fundraiser in place to raise money by recycling ink cartridges. This is in conflict with the program that began last fall, in which faculty and staff send used cartridges and toners via campus mail to Central Receiving for recycling. Under this scenario, revenue is added to the same budget that was created for revenues from recycling cardboard and metal. The general consensus was that we should not take potential revenue away from a student organization, particularly since this program has been established for quite some time. It was determined that student Jeff Sellers would meet with the *Bottom Line* editor-in-chief to discuss this program. We will make a final decision after we get more information from Jeff.

F. Other Business –

- Jason announced that Big D Electric will host a seminar on solar energy on March 7th at Rocky Gap State Park. Jason will provide details later.
- Paul informed everyone that nanosolar technology is being introduced in Germany and will be available in the U.S. in a few years. This will drastically lower the cost of solar panels.
- Representatives from the IT department will meet with Jim Limbaugh later this week to develop an action plan for learning green, living green.
- On February 26th, FSU representatives are invited to attend a potential LEED building site near Lake Gordon, PA. The site will be an educational retreat center for children, but may also be rented for use by organizations and businesses. Paul will provide more details later.
- The next LGLG meeting is scheduled for Tuesday, March 25th.
- The LGLG meeting was adjourned at 6:00pm.

UPCOMING TASKS

- Talk to students about E = LG²
- Consider attending the sustainability conference at College Park
- Consider membership to the STARS ad-hoc committee
- Submit local green activity ideas before March 1 to Monika
- Provide comments on revised Office of Sustainability proposal documents
- Jeff - speak w/ Mr. Bittner from the Bottom Line
- Jason – send details on Big D Seminar and other events to Monika
- Paul – send information on Gordon Lake project