

2014-2015 Year-End Committee Report Form

Committee: Sustainability Board

Chair: Debbie Andres
Co-chair, Katherine Cushing

Chair-Elect for 2015-2016: not yet elected, contact
Debbie Andres until then
debbie.andres@sjsu.edu

**Number of Meeting held: 8
including a half-day retreat**

Utilities and Sustainability Analyst
Facilities Development & Operations
San José State University
One Washington Square
San José, CA 95192-0010
408-924-1946

(Please include phone/zip/email if available)

Items of Business Completed 2014/2015

1. Participation in campus outreach events to promote sustainability on campus (e.g., Earth Day, Coyote Creek Howl); promotion of sustainability events and efforts around campus; sharing of information about sustainability events on campus and locally (Led by M. Fallon)
2. Created proposal and secured Provost funding to support recertification to the Association for the Advancement of Sustainability in Higher Education's STARS program—a higher education framework for assessing campus sustainability. (Led by D. Andres & K. Cushing)
3. Revamped Board goals at January retreat focused on supporting existing efforts (e.g., Transportation Solutions, Campus Wellness, Spartan Shops, ERC, Hunger Committee, CommUniverCity), sustainability curriculum education, general campus issue awareness, and enhancing communication (e.g., website) (Led by D. Andres and K. Cushing)
4. Campus as a Living Lab implementation (led by P. Cabrera)
5. Developed and implemented Frosh Orientation program on sustainability. Program delivered over the summer of 2015 over 9 week period. (led by K. Cushing)
6. Received Award for Excellence from Center for Community Leadership and Learning for 5 years of work promoting sustainability awareness on campus in May 2015.
7. Campus Energy Challenge cancelled.

Unfinished Business Items from 2014/2015

1. AASHE STARS audit preparations (led by D. Andres and K. Cushing)
2. Discussion of need for SJSU to have campus Sustainability Director or equivalent position in

line with California State University Sustainability Policy (RJEP/CPBG 05-14-01), which states that each CSU campus is “encouraged to designate a sustainability officer responsible for carrying out and/or coordinating campus sustainability program efforts.” (May 2014). (no owner yet)

3. Recruitment of Board members from unrepresented units (led by D. Andres and K. Cushing)
4. Sustainability Board website (led by K. Cushing)
5. Turnover of sustainability website to Dean’s office in the College of Social Sciences (led by K. Cushing)

New Business Items for 2015/2016

1. Initiate STARS Audit process with relevant campus stakeholder groups (all campus academic departments and auxiliary units) (Led by D. Andres & K. Cushing)
2. Continue exploring partnership with community-based organizations (e.g., Sustainable Silicon Valley) (no owner yet)
3. Assist Academic Affairs with creation of GE Pathways for Sustainability (lower and upper division courses) (led by K. Cushing)
4. Developing projects based on newly defined board goals (e.g., Campus Sustainability Awards) (no owner yet)
5. Development of collateral materials (e.g., sustainability stickers, professional quality handouts)

Please return to the Office of the Academic Senate (ADM 176/0024) by July 6, 2015.

Sustainability Board Meeting – First Meeting of AY 2014-2015

August 26, 2014, WSQ 105, 3:00-4:30pm

Attendees: Debbie Andres, Katherine Cushing, Beverly Grindstaff, Michael Parrish, Stephanie Fabian, Jennifer Davis, Ann Agee, Alan Leventhal, Scott Fosdick, Michael Fallon, Peggy Cabrera, Lynne Trulio

Guest: Deb Cramer, Executive Director, Restore Coyote Creek Project

AGENDA

- AY 2014-2015 Board chair election
- Report from Restore Coyote Creek Project
- Update from last year
- Starting the College Energy Challenge
- Up-dates on Campus Water Quality
- Report on STARS report
- Thoughts on 2014-15 Board activities

MEETING MINUTES

Introductory Items

- Each Board member introduces.
- Lynne will work with the new Board Chair to make sure Board positions are filled. Current board members are listed at the end of this document.
- Lynne gives a summary of the report to the Academic Senate on last year's activities (report attached).

AY 2014-2015 Chair

- We vote on a chair for AY 2014-2015.
- We unanimously elect Debbie Andres as the Chair and Katherine Cushing as her Associate Chair.

THANK YOU, Debbie and Katherine!

Restore Coyote Creek

- Deb Cramer, Executive Director of Restore Coyote Creek Project, presents an overview of the main issues, current collaborations and projects.
- There are many activities that faculty and students can be involved in.
- Deb requests the SB have a subcommittee to work with her group. We will consider this request as an activity/project for AY 2014-2015.

College Energy Challenge

- Debbie summarizes the challenge, which will occur this Fall. We are monitoring electricity use only.
- Lynne, Debbie and/or Katherine will meet with the Council of Deans to get them going.

- Board members need to go to our College deans and get them on board to reduce energy use in the building being monitored for each college.
- Direct questions on the challenge or on your college's building to Debbie.

STARS Update

- Katherine gives an overview presentation on SJSU and the importance of redoing the STARS report, and its value to SJSU.
- Katherine and Debbie go through some key aspects of campus to focus on to gain points.
- Stephanie notes that we could get points by including sustainability into new employee orientation. Stephanie will help us with this.
- How do we move forward? Perhaps the Board could put out an official letter promoting undertaking the new STARS review. The letter will go to the Board via a google doc for Board.

Hot Issues for this AY

- More focus on alternative transportation
- Installing more lawns and over-watering of lawns—seems to completely ignore the drought; bad image for SJSU even if water is recycled
- Where are the drinking water “refill” stations in the new student union?
- Aren't refill stations supposed to be going into each building? Debbie says this is happening and she will give us an update next time.
- Where are the recycle bins in the new SU? Another matter of perception. Stephanie says Spartan Shops is looking into this. SH is trying to get all the new SU employees to turn off all lights, i.e. a consistent closing procedure.
- Ensure all SB members know who the official members are and that official members attend!
- Campus hunger committee has been meeting to help address this issue. There is a new campus hunger website as one part of this effort.
- Have a retreat for the new Board?

Sustainability Board

Chair: Lynne Trulio, 0115, x45445
(Reports to Senate, and the President)

St	Name	ZIP	Phone	Term
A	Vacant		Director, Sustainability	EXO
B	Robb Drury	0184 41110	VP for Advancement or designee	EXO
C	Fernanda Karp	0031 41162	VP for Student Affairs or designee	EXO
D	Debbie Andres	0010 41950	AVP of FDO	EXO
E	Kristin Wonder	---- -----	Exec. Dir. Spartan Shops or designee	EXO
F	Jennifer Davis	0128 46411	AS Director of Comm. & Envr. Affairs.	EXO
G	Michael Parrish	0115 45445	Rep of Deans/Selected by Council of Deans	2015
H	Scott Fosdick	0055 47556	Applied Sciences and the Arts	2016
I	Miwa Merz	0069 43519	Business	2016
J	Nadia Sorkhabi	0075 47478	Education	2016
K	Meikang Qiu	0180 43928	Engineering	2015
L	Beverly Grindstaff	0089 44394	Humanities & the Arts	2016
M	Katherine Cushing	0115 45477	Social Sciences	2015
N	Eugene Cordero	0104 45188	Science	2016
O	Ann Agee	0028 82033	General Unit	2017
P	Alan Levantahl	0107 45722	Staff Member	2016
Q	Vacant	0128 46242	Student (Appt. by VP Student Affairs)	2015

2013-2014 Year-End Committee Report Form

Committee: University Sustainability Board	
Chair: Lynne Trulio, Environmental Studies	Chair-Elect for 2014-2015: Lynne Trulio (pending administrative appointments) lynne.trulio@sjsu.edu
Number of meetings held (2013/14): 10 (once a month)	

Items of Business Completed 2013/2014

1. Campus as a Living Lab Project - Year-long project funded by the CSU Chancellor's Office. SJSU, De Anza and Foothill Colleges collaborated to infuse sustainability more widely through the curriculum at all three campuses. All materials are at <http://www.sjsu.edu/sustainability/>.
2. Campus Energy Forum - Campus-wide panel on energy conservation to educate the campus on how to reduce energy use in the office and at home (Fall 2013); see attached flyer.
3. Planning for College Energy Challenge - Year-long preparation for College Energy Challenge in Fall 2014; see attached flyer.
4. Campus Water Quality Study - Faculty and FD&O cooperative study of water fountain quality undertaken by Environmental Studies students (Spring 2014). Results were presented to the Sustainability Board and FD&O.
5. Earth Day Participation- Staffed a booth and gave tours of SJSU sustainability features (April 2014).
6. Initial Assessment of STARS Review - Subcommittee collected information on how to undertake a new STARS review of the overall sustainability of the campus and reported their findings to the Board.

Unfinished Business Items from 2013/2014

1. Determine how to undertake STARS evaluation
2. Follow-up with FD&O on water fountain quality measures

New Business Items for 2014/2015

1. Undertake the College Energy Challenge in Fall 2014
2. Develop and initiate plan to undertake STARS evaluation (if approved by the Sustainability Board and campus partners)

Sustainability Board Meeting – Second Meeting of AY 2014-2015
September 26, 2014, WSQ 105, 10:00-11:00 am

Guest: Bijou Lulla and Marianna Grossman, Sustainable Silicon Valley

AGENDA

- 10:00 – Introduction to Sustainable Silicon Valley
- 10:20 – Stephanie Fabian – Food Pantry
- 10:30 – Campus Energy Challenge
- 10:40 – STARS Statement
- 10:55 – Future Meeting Times

Sustainability Board Meeting - Second Meeting of AY 2014-2015
September 26, 2014, WSQ 105, 10:00-11:00 am

Attendees: Debbie Andres, Katherine Cushing, Robb Drury, Kristin Wonder, Michael Parrish, Stephanie Fabian, Jennifer Davis, Ann Agee, Scott Fosdick, Michael Fallon, Peggy Cabrera, Lynne Trulio, Michael Merz, Elizabeth Walsh, Edgar Maravilla, Fred Cohen, Audrey Shiramizu

Guest: Bijou Lulla and Marianna Grossman, Sustainable Silicon Valley

AGENDA

- 10:00 – Introduction to Sustainable Silicon Valley
- 10:20 – Stephanie Fabian – Food Pantry
- 10:30 – Campus Energy Challenge
- 10:40 – STARS Statement
- 10:55 – Future Meeting Times

MEETING MINUTES

Introductory Items

- Each Board member introduces, welcome new members from Housing, Transportation Solutions, Music & Dance, Spartan Shops

Campus Food Pantry

- Stephanie Fabian is coordinating with the Campus Hunger Committee for a food donation program, still working out details
- Asking for volunteer departments to set up a food pantry. Stephanie will work with departments to coordinate donations and how the pantry will be monitored

College Energy Challenge

- Reminder to Board members to post flyers and email to department.
- Janitors are taking down flyers not posted on bulletin boards.
 - Confirmed with FD&O, that flyers will need to be posted in assigned areas, no exceptions
 - Confirm janitorial turns off lights at end of work
- Suggestions for student/faculty/staff individual prizes
- Suggestion for Letter to the Editor for Spartan Daily
- Update website

Sustainable Silicon Valley

- Invitation to attend annual WEST Summit
 - November 19, 1-6:30pm in Palo Alto
 - Link for registration sent to Board

- Presented the “Net Positive Campus” project for SJSU consideration
 - Explained benefits of SJSU membership with SSV
 - Opportunities for internships for students
 - Invitation to participate in projects and working groups
 - Eco-cloud website
- <http://www.sustainablesv.org/ecocloud/index.php>

STARS Update

- Katherine drafted a letter of support for STARS funding
 - Peggy Cabrera motioned for vote for support. Scott Fosdick seconded
 - Motion approved 16-0-0
- Katherine/Debbie to issue letter to Mo, VPs, Chris Brown

Water Project

- Katherine distributed 2 handouts
 - Summary of EnvS 128 classes investigation of water fountain quality and operational conditions, student/staff perceptions, and suggestions for improving usage/quality
 - EH&S analysis and response to low levels of residual chlorine found at several fountain locations.

Other Issues

- Water Refill Stations - Debbie to provide an update next meeting for locations and timeline of installation.
- Meeting time to remain on Friday

Sustainability Board Meeting – Second Meeting of AY 2014-2015
October 24, 2014, WSQ 105, 10:00-11:00 am

AGENDA

- 10:00 – Approval of September meeting minutes
- 10:05 – Kristen Wonder – Food Sourcing
- 10:15 – Debbie/Katherine – Campus Energy Challenge
 - Goal for November - Reach out to 3 different departments within your college
 - Ideas for a staff and/or faculty award
- 10:25 – Debbie – Water Fill Stations Update
- 10:30 – Katherine – Locavore Fair
- 10:40 – Michael Fallon – Restore Coyote Creek Update
- 10:50 – Debbie/Katherine – STARS Update

Sustainability Board Meeting – Second Meeting of AY 2014-2015
October 24, 2014, WSQ 105, 10:00-11:00 am

AGENDA

- 10:00 – Approval of September meeting minutes
- 10:05 – Kristen Wonder – Food Sourcing
- 10:15 – Debbie/Katherine – Campus Energy Challenge
 - Goal for November - Reach out to 3 different departments within your college
 - Ideas for a staff and/or faculty award
- 10:25 – Debbie – Water Fill Stations Update
- 10:30 – Katherine – Locavore Fair
- 10:40 – Michael Fallon – Restore Coyote Creek Update
- 10:50 – Debbie/Katherine – STARS Update

Attendees: Michael Parrish (Dean, College of Science), Michael Fallon (Community Center for Leadership and Learning), Joanna Huitt (Transportation Solutions), Alan Levanthal (CoSS Dean's office, Steve Olesen (Spartan Shops), Kristen Wonder (Spartan Shops), Katherine Cushing (EnvS)

September meeting minutes approved (however, note small number of attendees)

Kristen Wonder and Steve Olesen gave a short presentation of Spartan Shops' sustainable food efforts. They would like to give this presentation again when a larger number of Board members are in attendance.

Katherine presented an overview on the information available on the Campus Energy Challenge website. We are asking all Board members to use this information as a talking point with three groups (e.g., departments within their colleges) before the next Board meeting. There will also be a student award (a \$50 Gold Points card) for the student that gives a brief presentation to the most number of classes. The college award money can be spent at the discretion of the winning Dean. Ideas that we generated included an all-College luncheon a student or faculty meeting room makeover (e.g., new furniture), and a raffle for new technology or instructional materials for a participating faculty or staff member. Katherine will send out an email that she distributed to colleagues in EnvS and Geography that Board members can be used for reaching out to your respective networks.

Michael summarized the efforts going on around campus related to restoring Coyote Creek led by him and Deb Kramer. A number of students and faculty members have participated in Creek cleanups and other activities (e.g., play development, field trips). They are planning a conference for April 24th and are interested in getting help with speakers and organizers.

Katherine updated attendees on STARS recertification status. Katherine and Debbie are working with Chris Brown to prepare material that we will discuss with Provost Andy Feinstein to request release time for faculty resources to oversee data collection for academic criteria and program development.

In response to some student inquiries, Debbie prepared map of hydration station locations (see attached). They are provided here for your reference.

Attendance at this month's meeting was very low. Please contact Debbie or Katherine to let us know what you can do to promote the Campus Energy Challenge and make sure that you or a suitable representative attends next month's meeting. Please note that non-attendance at three meetings is grounds for being replaced. We realize that this is a very busy time in the semester for all of us, but we need your active participation to help the campus move forward on sustainability.

Sustainability Board Meeting – AY 2014-2015
November 24, 2014, WSQ 105, 12:00-1:00 pm

AGENDA

- 10:00 – Approval of October meeting minutes
- 10:05 – Kristen Wonder – Food Sourcing
- 10:20 – Debbie – Recycled Water Signs
- 10:30 – Katherine – Update Locavore Fair
- 10:40 – Sustainability Board Charter
- 10:50 – STARS: Student and employee orientation

Sustainability Board Meeting – AY 2014-2015

November 24, 2014, WSQ 105, 12:00-1:00 pm

Attendees: Debbie Andres, Katherine Cushing, Emily Yarsinslee, Stephanie Fabian, Robb Drury, Miwa Merz, Peggy Cabrera, Edgar Maravilla, Michael Fallon, Chris Brown, Scott Fosdick, Tiffany Rodriguez, Beverly Grindstaff, Alan Leventhal

AGENDA

1:30 – Approval of November meeting minutes

- Motion approved 14-0-0

1:35 – Approval of agenda

1:40 – Old Business

- Update on Campus Energy Challenge
- Support for Restore Coyote Creek initiative (participate in conference on 4/17)
 - Motion approved 14-0-0

2:00 – Member Reports

- Scott Fosdick
 - Cisco phone systems
 - Katherine to send out EPP to Board

2:10 – New Business

- Retreat update and plan for member recruitment/ideas for Board project for potential projects
 - Campus as a Living Lab (completed project-we need to promote and build off its success)
 - Incorporating sustainability in new student, faculty, and staff orientation.
 - Stephanie to send Freshman Orientation
 - Katherine to take part in Interest Session for orientation
 - Subcommittee: Katherine, Debbie, Stephanie, Robb
 - Integrate with ongoing sustainability-focused CommUniverCity projects (e.g., garden education, fruit picking, STEM/STEAM afterschool programs, Safe and Green Halloween)
 - Ride to School Days (with ERC and Transportation Solutions)
 - Creation of a campus-focused environmental award program
 - Employee resource fairs
 - Stephanie to send list of admins
 - Stephanie to create calendar for Employee Resource Fairs and contact list
 - Promote LEED certified buildings (MLK Library)
 - Add “Website Maintenance” as goal
- CHESC conference in July at San Francisco State
- Earth Day (4/22) – Speaker from Environmental Resource Center – support and promote student peer-to-peer outreach activity (week of activities, outreach and seminars)
 - Michael to send out sign up sheet for Sustainability Board table
- Campus as a Living Lab

2:50 – Announcements

- Campus Energy Challenge – Canceled.

- Katherine to send out meeting invite for post-mortem

2:55 – Review of actions

- Stephanie to send list of

3:00 – Adjournment

Sustainability Board Retreat – AY 2014-2015

January 20, 2015, MLK 217, 10:00-1:00 pm

AGENDA

10:00 – Roll Call, Introduction

10:10 – Clarification of what the Board's role – Analysis of Charter

- Priorities
- Defining university goals
- Measuring progress through STARS

10:30 – Discussion of a SJSU sustainability policy (or adoption of CSU policy)

11:00 – Prioritization of Board goals for this semester and over a 2-3 year timeframe

11:30 – Fleshing out of Board member roles – Optional breakout sessions

- How can we get people to engage?
- Project committee?
- Marketing and communication committee?
- Partner organizations?

12:00 – Lunch

12:30 – Ideas for annual theme-based campaign (food waste campaign, “Lug-a-Mug”, food pantry, stormwater)

Sustainability Board Retreat Notes - January 20, 2015, 10-1, MLK, Jr. Library, Room 217

Attendees: [Debbie to revise and input final list]

Name	Dept/Unit
Katherine Cushing	CoSS and Board Co-Chair
Debbie Andres	FD& O, Board Chair
Michael Parrish	Dean, College of Science
Scott Fosdick	Faculty, CASA
Ann Agee	Library
Peggy Cabrera	Library
Michael Fallon	Community Learning & Leadership
Joanna Huitt	AS Transportation Solutions
Tiffany Rodriguez	AS Transportation Solutions
Kristen Wonder	Spartan Shops
Robb Drury	Advancement

Clarification and Prioritization of the Board's Role

We reviewed the Board's mission, as codified by the Academic Senate committee description. The main responsibilities included the following:

- setting and measuring goals that promote Sustainability across academics, non-academics
- benchmarking efforts
- advising colleges and departments (and the Academic Senate)
- centralizing and communicating information
- education (through courses and through campaigns) and engagement
- (research, projects, events)

Through discussion, the following themes emerged as being the most important to attendees:

- Setting University sustainability goals [and helping establish a campus-specific sustainability policy, relative to the recent CSU document of May 2014]
- Communicating and branding SJSU sustainability efforts (e.g., Green Ninja)
- Educating campus stakeholders (primarily students, but also staff and faculty) on sustainability issues and providing opportunities for engagement

- Scott asked whether the Board should also play watchdog or oversight role on sustainability issues. The Board might make recommendations to other University governing bodies.

- Encourage more systematic dialogue between FD&O and students and faculty (e.g., on energy use, solid waste characterization)

- Communicate the role and purpose of the Board (e.g., with Academic Senate, Associate Students, Center for Faculty Development). Encourage/require Board members to reach out to these organizations to gauge interest in collaboration.

[Robb Drury spoke to his pleasure at having been a part of the Board and what we've achieved.]

- Sustainability policy to be drafted using the upcoming STARS study as a baseline and structure
- Sustainability has been handicapped without a paid Sustainability Director when it could be beneficial to the University to revive the position given the current context and high interest in sustainability issues in the world today. The new Administration wanted sustainability to be integrated more across the University.

Ideas for Goals

For engaging with sister departments, develop an office sustainability checklist to use as entry point, tailored to different building environments, such as dorms, campus buildings, and residential homes/apartments. Ask each Board member commit to reaching out to three different entities (e.g., two departments and one student group) and report back.

Revise and update sustainability-related and focused courses and roadmaps. We had momentum 5 years ago, but need more institutionalized support. Promote more sustainability courses or smaller modules that could be incorporated into an existing class (e.g., copy/edit an article having an environmental or social justice focus). Promote interdisciplinary courses (e.g, Global Climate Change) and the idea of a cluster hire on sustainability (ref. cybersecurity).

Continue Sustainability Map of Eugene Cordero or development of a regular sustainability walking tour.

Increase social media presence and use of calendaring system for sustainability-related events, preferred platforms were Twitter and Instagram.

Board Member Roles

"How can we get more engagement from Board members? What incentives or "sticks" are effective?" Perhaps a year end celebration and recognition of sustainability "champions."

Have a more structured agenda for more efficient meetings; and have members report on who did you talk with, what happened or is happening in your division..

Debbie and Katherine To Do:

- identify list of committees we'd like Board members to visit
- develop dog and pony show to educate community on sustainability at SJSU
- assemble initial sustainability champions list
- [draft criteria for award nomination]
- develop "job descriptions" for Board member project roles

Potential projects

[Need vetting by the Board as a whole; need to focus on top 2-3 for right now; consider shortening]

[note that goals mentioned in previous page also overlap with potential projects]

Campus as a Living Lab (completed project-we need to promote and build off its success)
These are 9 stand-alone sustainability teaching modules that instructors can use in their classes (one example are the LEED components of SJSU's King Library)

Environmental Resource Center's Earth Day (4/22)--support and promote student peer-to-peer outreach activity (week of activities, outreach and seminars)

Incorporating sustainability in new student, faculty, and staff orientation. Prepare a one page handout.

Integrate with ongoing sustainability-focused CommUniverCity projects (e.g., garden education, fruit picking, STEM/STEAM afterschool programs, Safe and Green Halloween)

Ride to School Days (with ERC and Transportation Solutions)

Support for Restore Coyote Creek initiative (participate in conference on 4/17)

Creation of a campus-focused environmental award program* (one idea of greatest interest)

Employee resource fairs

Promote LEED certified buildings (MLK Library)

[Projects need to be grouped by timeframe (i.e., this semester, next year, within 3 years, within 5 years, etc.)]

SUSTAINABILITY BOARD RETREAT

BOARD ROLE:

CFDS

- setting & measuring goals Assoc. Stud.
- benchmarking
- advising colleges / dept / Academic Senek
- centralizing and communicate (branding)
- education and engagement

- (research)

thru changes

- oversee /

thru comparisons

watching
responsibility?
making recs

allies (coop etc)

- dialogue bwn students / fac /
FD and O

- corridors
- report back during meetings
- Specific tasks
 - Who did you talk to?
 - What happened?
- Chairs to do
 - assemble sust. champions list
- identify committees to initial visit
 - criteria for chair nomination
- develop dog and pony show
- job description
 - promote/communicate on sust. board work
 - opportunities for engagement
- recruit sust. champions across campus

GOALS / ROLES

- Support Restore Coyote Creek Conference (4/17)
- Peggy and library's LEED components - Campus as a Living Lab (9 modules)
- Earth Day / week 4/22
- CUC
 - New Student EMP, Faculty orientation
- Ride to School Day
- Emp. Res. Fair
 - SJSU env sust award program

IDEAS FOR GOALS +

BOARD MEMBER RULES

- Goal-engaging w/ other committees; meeting w/ our sister departments (w/ sust. checklist)
 → down campus clubs classrooms
- Revising courses / roadmaps for sust.-focused and related courses
 - interdisciplinary courses
 - " fac. hires (sust cluster hire?)
- Physical sust. map / tour
- Increase social media presence (twitter, instagram)

Sustainability Board Meeting – AY 2014-2015

February 26, 2015, MLK 219, 1:30-3:00 pm

AGENDA

1:30 – Approval of November meeting minutes

1:35 – Approval of agenda

1:40 – Old Business

- Update on Campus Energy Challenge
- Support for Restore Coyote Creek initiative (participate in conference on 4/17)

2:00 – Member Reports

- Scott Fosdick

2:10 – New Business

- Retreat update and plan for member recruitment/ideas for Board project for potential projects
 - Campus as a Living Lab (completed project-we need to promote and build off its success)
 - Incorporating sustainability in new student, faculty, and staff orientation.
 - Integrate with ongoing sustainability-focused CommUniverCity projects (e.g., garden education, fruit picking, STEM/STEAM afterschool programs, Safe and Green Halloween)
 - Ride to School Days (with ERC and Transportation Solutions)
 - Creation of a campus-focused environmental award program* (one idea of greatest interest)
 - Employee resource fairs
 - Promote LEED certified buildings (MLK Library)
- CHESC conference in July at San Francisco State
- Earth Day (4/22) – Speaker from Environmental Resource Center – support and promote student peer-to-peer outreach activity (week of activities, outreach and seminars)
- Campus as a Living Lab

2:50 – Announcements

2:55 – Review of actions

3:00 – Adjournment

Sustainability Board Meeting – AY 2014-2015

April 2, 2015, WSQ 105, 1:30-3:00 pm

AGENDA

1:30 – Approval of February meeting minutes

1:35 – Approval of agenda

1:40 – Old Business

- Earth Day Update – Michael Fallon
- Update on Coyote Howl on April 17

2:10 – New Business

- New Student Orientation – Katherine Cushing
 - Ideas on what to present during Interest Session and in handbook
- Joanna Huitt – Transportation Solutions

2:50 – Announcements

2:55 – Review of actions

3:00 – Adjournment

Sustainability Board Meeting – AY 2014-2015

April 2, 2015, WSQ 105, 1:30-3:00 pm

Attendees: Debbie Andres, Katherine Cushing, Robb Drury, Peggy Cabrera, Michael Fallon, Tiffany Rodriguez, Alan Leventhal, Ann Agee, Joyce Lum, Ellen Metzger

Meeting Minutes

1:30 – Approval of February meeting minutes

- Motion approved 11-0-0

1:35 – Approval of agenda

1:40 – Old Business

- Earth Day Update – Michael Fallon
 - Stephanie and Debbie to draft handout
- Update on Coyote Howl on April 17 – Michael

2:10 – New Business

- New Student Orientation – Katherine Cushing
 - Ideas on what to present during Interest Session and in handbook
 - Ideas for Handouts
 - Stickers
 - Flash drive with information
 - Ask ERC about handout/cups
 - Peggy to draft handout
 - Volunteers: Peggy, Katherine, ask Eugene if Green Ninja can participate
 - Joanna Huitt – Transportation Solutions
 - Requested feedback and ideas for Fall 2015 awareness campaign
 - Sustainability Website maintenance – Alan asked COSS webmaster to edit website
 - Robb and Katherine to work on access code, username and password info

2:50 – Announcements

- Alan gave a tour and presentation of Coyote Creek 2 weeks ago for City of San Jose
- Upcoming Events:
 - April 11: Foothill college Plant/Vegetable Sale
 - April 18: Los Altos CA native plant sale
 - April 14: Ride to School Day / Bike lock exchange
 - April 23: Trashion Fashion Show - Earth Day

2:55 – Review of actions

3:00 – Adjournment

Sustainability Board Meeting – AY 2014-2015

May 21, 2015, WSQ 105, 1:30-3:00 pm

AGENDA

1:30 – Approval of April meeting minutes

1:35 – Approval of agenda

1:40 – Old Business

- Earth Day Debrief – Michael, Katherine
- SL/CE Awards - Michael
- Frosh Orientation – Katherine
 - Sustainability Info Seminars and Informational Flyer
 - Sign up for Information Sessions
- Sustainability Website – Katherine

2:10 – New Business

- COLL grant (Tim Hendricks)
- CSU-wide water reduction--our response
- GE Pathways (Beverly/Katherine)
- Wayfinding (Joanna)
- Board vacancies
- STARS

2:50 – Announcements

2:55 – Review of actions

3:00 – Adjournment

Sustainability Board Meeting – AY 2014-2015

May 21, 2015, WSQ 105, 1:30-3:00 pm

Attendees: Debbie Andres, Katherine Cushing, Robb Drury, Peggy Cabrera, Michael Fallon, Tiffany Rodriguez, Joanna Huitt, Stephanie Fabian, Tim Hendricks

Meeting Minutes

1:30 – Approval of April meeting minutes

- Motion approved 6-2-0

1:35 – Approval of agenda

1:40 – Old Business

- Earth Day Debrief – Michael, Katherine
 - 20 students signed up on an interest form; need to determine how to interact with sign-ups
 - Katherine presented analysis of Earth Day attendance complete by ENVS 200
- SL/CE Awards – Michael - update
- Frosh Orientation – Katherine
 - Sustainability Info Seminars and Informational Flyer
 - Sign up for Information Sessions
 - Katherine to send out a Google doc for signups
 - Michael to send video for inclusion into sessions
 - Katherine to send out planning meeting next week
- Sustainability Website – Katherine
 - Development of website pending until Tim Hendricks' project scope is developed
- Coyote Creek – Michael provided update on the "Coyote Creek Howl"

2:10 – New Business

- COLL grant (Tim Hendricks) – introduction on scope of the grant. Tim will be working primarily with FD&O, but will incorporate academic programs in marketing campaign
- CSU-wide water reduction--our response – FD&O will convert steam make-up water to recycled water saving 20 million gallons of potable water/year
- GE Pathways (Beverly/Katherine) – Dean Lisa Vollendorf is requesting volunteers to help package sustainability "suites" of classes. Contact Dean Vollendorf to volunteer
- Wayfinding (Joanna) – Signage for "Walk Your City" – can we place on campus?
- Board vacancies
- STARS – Michael Parrish, Lynne, Katherine, Debbie to meet with provost next week
 - 6/8/14 Update – request to conduct the audit next academic year was approved

2:50 – Announcements

- AS Transportation Solutions
 - Transition to Clipper Card (Bay Area Transit Card)
 - No Parking Day – opportunities for funding and participation
- Stephanie asked if the Board will be interested in tabling at Spartanpalooza. Will make a decision in August for September sign up

2:55 – Review of actions

3:00 – Adjournment