

## 2016-2017 Year-End Committee Report Form

**Committee:** Sustainability Board

**Chair(s):**

Katherine Cushing, Debbie Andres,  
Peggy Cabrera

**Chairs-Elect for 2017-2018:** Joshua Baur

[Joshua.baur@sjsu.edu](mailto:Joshua.baur@sjsu.edu), 4-2971 (Health Science/Rec),  
MS 0052

**Number of Meeting held: 8**

Kristen Wonder [kristen.wonder@sjsu.edu](mailto:kristen.wonder@sjsu.edu), 4-8019, MS  
0010

(Please include phone/zip/email if available)

### Items of Business Completed 2016/2017

1. On August 26, 2017, the Board, in collaboration with the Office of the Provost and FD&O, completed and submitted its campus-wide sustainability audit results. SJSU was awarded a STARS GOLD rating on overall campus sustainability from the Association for the Advancement of Sustainability in Higher Education. This certification is good for 3 years. Much of the Board's work this year was spent on understanding where we stood as a campus and where we should go from here.
2. The Board continues to serve as a communication hub and "support station" for sustainability activities on campus, such as Earth Day and the Campus Hunger Program. Members and guests regularly update attendees on events and initiatives. Presentations topics included new potential partners (UCapture, Green Commute Champions), grant opportunities, and faculty illustrating how they incorporate sustainability into their teaching and research.
3. The Board developed a set of sustainability goals for the campus, with results presented to the Provost, VP of Administration and Finance, and President Papazian in May of 2017.
4. The Board contributed significantly to the completion of SJSU's 2016 Sustainability Report

### Unfinished Business Items from 2016/2017

1. Continue to support the implementation of SJSU sustainability goals for curriculum, research, facilities development and operations, auxiliary units and other important parts of the SJSU community; advocate for centralized SJSU Office of Sustainability that includes academic and non-academic arms of the university.
2. Support campus efforts to provide greater access to sustainability-focused and sustainability-related courses and new minor development.
3. Integrate Board work with campus strategic planning efforts on campus.
4. Communicate STARS results and recommended actions to specific departments and units in anticipation of next STARS cycle (2020)

### **New Business Items for 2017/2018**

1. Note: this items is more of ongoing business for the Board. Continue to serve as a communication hub and “support station” for sustainability activities on campus
2. Communicate Board Sustainability Goals to the Academic Senate
3. Support faculty in applying for CSU Campus as a Living Lab grant and related teaching and research opportunities
4. Recruit staff member from Housing to participate on Sustainability Board

**Please return to the Office of the Academic Senate (ADM 176/0024) by May 31, 2017.**

## Sustainability Board Agenda

September 20, 2016

ADM 167

### **Agenda**

- 10:30 Board member Introductions (Everybody)
- 10:40 History & activities of Board (Katherine Cushing)
- 11:00 Contributing to the University Steering Planning Committee (Lynne Trulio)
- 11:15 Activities of sustainability board members (Everyone)
- 11:35 STARS report (Debbie Andres)
- 11:45 Art History 72, Campus as a Living Lab grant (Elizabeth Consavari/Peggy Cabrera)
- 11:55 Announcements (Everyone)

**Upcoming meetings:** Please note that locations change. .

- November 15: ADM 167
- January 31: Clark 412
- February 21: Clark 100H
- March 21: Clark 100H
- April 19: Clark 100H
- May 16, Clark 100H

Sustainability Board Agenda  
September 20, 2016 Minutes  
ADM 167

**In Attendance:** Debbie Andres (FD&O), Kristen Wonder (Spartan Shops), Luis Cervantes (AS Dir. of Comm. & Envr. Affairs), Walt Jacobs (Dean, COSS), Esperanza Huerta (Business), Sotoudeh Hamedi-Hagh (Engineering), Peggy Cabrera (Library), Michael Fallon (CLL), Lynne Trulio (Envs), Lisa Tran (Trans. Solns.), Patricia Aubel (Student, COS), Alicia Bogart (Student, DB&H Agency Rep.), Joshua Bair (Health Science & Rec.), Katherine Cushing, (Envs)

10:30 Board member Introductions (Everyone)

Welcome and general introductions.

10:40 History & activities of Board (Katherine Cushing)

Katherine described the development and history of the Sustainability Board. To help new members, a handout was provided that described Special Agencies (Committees of the 2016/2017 Academic Senate). The charge to the Board from the Senate includes (see pg. 48)

- setting and measuring progress towards the university-side goals to promote sustainability
- benchmarking SJSU sustainability efforts
- communicating information on SJSU's sustainability efforts
- integrating sustainability into key planning documents and procedures
- educating and engaging with campus stakeholders and external partners

We reviewed the 2015/16 Year-End Committee Report Form with items completed, unfinished business items and new business for 2016/17. Katherine suggested members can send ideas for this year's goals to any of the co-chairs (Katherine, Debbie, Peggy). Katherine discussed hiring Stacey Knapp to coordinate the STARS efforts and provided a copy of the position description, and a list of the STARS Criteria Areas. We discussed the STARS report as part of the benchmarking effort to compare SJSU's sustainability work to other campuses and other CSU's. Continuing goals include work on the CSU GE minor. Ellen Metzger will attend a meeting at the Chancellor's in Long Beach on 10/27; and **Pathways (?)** and a Good Neighbor policy for Associated Students regarding illegal dumping (Luis Cervantes Rodriguez).

Friends of the Sustainability Board include Ellen Metzger, Michael Fallon, and Eugene Cordero, and they have previously served on the board as well.

There was a question regarding April's meeting date. The revised meeting includes the addition of October's meeting & correction of April's date.

- October 18: DH 505
- November 15: ADM 167
- January 31: Clark 412

- February 21: Clark 100H
- March 21: Clark 100H
- April 18: Clark 100H
- May 16, Clark 100H

11:00 Contributing to the University Steering Planning Committee (Lynne Trulio). Lynne and Walt Jacobs sit on the Strategic Planning Steering Committee and finishing the Vision 2017 plan. President Papazian wants to create a 10 year plan. Lynne encouraged the board to attend the town hall meetings to give input on sustainability. This is important in light of the fact CA SB232 requires that we lower GHG by 2030. Lynne will send out the schedule of town hall meetings. Shawn Spano and his class will facilitate the meetings. She also recommends that we meet with President Papazian to update her on sustainability activities; and to continue to try to integrate sustainability in key planning and procedures.

11:15 Activities of sustainability board members (Everyone)

**Peggy:** sabbatical proposal researching librarians including sustainability into Information Literacy sessions, and current work with Dr. Elizabeth Consavari co-teaching sustainability & design to Art History 72 students. Worked on Eiffel Tower Spring 2016 with students.

**Debbie:** working on recycled water conversion in the student union restrooms.

**Alicia (DB&H):** can help with outreach, Instagram & Twitter accounts. Focused on presentation for next month. 2<sup>nd</sup> annual sustainability month movie screenings. She will list on the website.

**Josh Bower:** studying the urban human ecology relationship with the environment; the relationship between recreation, leisure and nature. Small scale urban parks, urban forest ecosystems. RSCA grant to study the AS student garden and well-being in natural setting. What is the spiritual well-being link with parks? He is working with Gary Klee on a minor on Recreation & Leisure.

**Alicia Bogart:** Public Relations major. She is working on effective communication across campus, and finding super engaged people.

**Walt Jacobs:** This is his 2<sup>nd</sup> year on campus. Recycling is his passion and composting.

**Lynne Trulio:** She is supervising the ERC student projects. Perhaps the students can do a project for the board?

**Stephanie Fabian:** She created a full-time position in Spartan Shops (Kristin Wonder's position), ran the Mug campaign.

**Kristin Wonder:** She toured the Green Waste facility, has been working on the AASHE STARS report, organized and ran the Sustainability Board's freshmen orientation resulting in a list of students interested in being involved in campus events, partnered with PG&E on a "Power Down" campaign in her office that resulted in a 76% change in user behavior, held an sjsu staff workshop on "10 Ways to Green Your office," and updated the Spartan Shops website. Other projects include, [The Commons Infographics](#), A series of sustainability infographics are now up in The Commons showcasing where our food and products come from; [Green Monday](#), a social enterprise group that promotes and enables green, healthy, and sustainable living. Spartan Shops will be promoting vegan and vegetarian options and sustainability initiatives on Mondays with special menus, information graphics, and informational sessions in The Commons. [Food Donations](#). Spartan Shops is donating all day old bagels, pastries, and bread to the Peer Connections Breakfast Club and the Wellness Center's Food for Thought, which are

Student Hunger Committee Programs. Other excess food is donated to local shelters. NACUFS: I was honored to be able to attend the National Association of College and University Food Services in Anaheim this past July where I got to network with fellow university Sustainability Coordinators and see special interest sessions on best practices for university dining facilities.

**Esperanza Huerta:** She isn't working on sustainability research, but is studying the green practices of companies and how you can evaluate a true "green effort" by a company from a false claim by a company.

**Souteh:** His APEX students were involved in creating the 2016 Earth Day Eiffel Tower, and students are working on a device to track where waste goes to identify where trash builds up. Other projects include a wireless charging coil to charge cars while they are parked; and a device to detect \_\_\_\_\_ underwater.

**Michael Fallon:** He is focused on the campaign to Restore Coyote Creek with the SBCC coalition to conduct creek clean-ups, and transition homeless communities into affordable housing. This work includes using cargo containers as showers and laundry places where homeless can clean-up. He is working on a Breakthrough Shelter on 7<sup>th</sup> street, 1:30-3:30 that includes showers and computers. He is communicating with Walt & Lynne to make the Santa Clara Valley a National Heritage Area to document the past history and culture for future sustainability. South of the University along the San Salvador corridor, he is working to create a ProfessorVille, a sustainable living village like the Barrack farm by the mall.

**Luis:** He's working to pass an AS resolution for the Student Hunger Committee to donate \$5k for the food pantries. He wants to create a sub-committee in AS to focus on sustainability. Is interested in having refillable water bottle stations located in the library (Debbie Andres says this is on the list of things that FD&O is working on)

**There is an interest in Sustainability applied in math and stats epidemiology; a focus on sustainability and health. ??**

**Katherine:** manages Communiversity where projects focus on neighborhood health including Greens (Pisca), Bringing the Green Ninja into the middle school grades, collecting & donating Safe & Green Halloween costumes. Other projects include water re-use with flushed waste. International water projects in India & Nepal. She is interested in how to get people to take action, CSR & metrics, public participation & public utilities.

**Lisa (Transportation):** Champions alternative transportation.

We discussed possible reasons why SJSU did not make the Princeton Review of Sustainable campuses listing. We'd also like to get SJSU on the Sierra Clubs cool schools list.

11:35 STARS report (Debbie Andres). Update included details on all the information required for the report. For instance, Spartan Shops had to track every food to its source, reports made to the CSU, and the Campus as a Living Lab program. DBH has a 21% energy reduction goal for students based on the SFSU challenge.

11:45 Art History 72, Campus as a Living Lab grant (Elizabeth Consavari/Peggy Cabrera):  
Elizabeth gave a brief report on class activities on hands-on exploration of the King Library, and shared photographs and data with sustainability members after the meeting.

11:55 Announcements (Everyone)

**Michael Fallon**-High Tech Rover.

Creek restoration on (DATE?) 8:30 breakfast, 9:30 training & advocacy.

Ash Kalra is working on issues on housing

**Katherine Cushing**: Communiversity's writing partners: letters to 4<sup>th</sup> & 5<sup>th</sup> grade students. She had pamphlets to share with interested members.

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## Sustainability Board Meeting Tomorrow at 10:30 in Duncan Hall 505

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**Katherine Cushing** <katherine.cushing@sjsu.edu>

Mon, Oct 17, 2016 at 4:01 PM

To: Debbie Andres <debbie.andres@sjsu.edu>, Kristen Wonder <kristen.wonder@sjsu.edu>, Esperanza Huerta <esperanza.huerta@sjsu.edu>, Candice Piper <candice.piper@sjsu.edu>, Indumathi Jeyachandran <indumathi.jeyachandran@sjsu.edu>, Stacey Knapp <stacey.knapp@sjsu.edu>, Tiffany Rodriguez <tiffany.rodriguez@sjsu.edu>, Ana Pitchon <ana.pitchon@sjsu.edu>, Lynne Trulio <lynne.trulio@sjsu.edu>, Sotoudeh Hamedi-Hagh <sotoudeh.hamedi-hagh@sjsu.edu>, Luis Cervantes <luis.cervantesrodriguez@sjsu.edu>, Amigail Vallarta <amigail.vallarta@sjsu.edu>, Robert Drury <robb.drury@sjsu.edu>, Patricia Aubel <patricia.aubel@sjsu.edu>, Eyedin Zonobi <eyedin.zonobi@sjsu.edu>, Stephanie Fabian <stephanie.fabian@sjsu.edu>, Leslie Speer <leslie.speer@sjsu.edu>, "fred.cohen@sjsu.edu" <alfred.cohen@sjsu.edu>, Shelby Sinkler <shelby.sinkler@sjsu.edu>, Gina Marin <gina.marin@sjsu.edu>, Michael Fallon <michael.fallon@sjsu.edu>, Joshua Baur <joshua.baur@sjsu.edu>, Jennifer Rycenga <jennifer.rycenga@sjsu.edu>, Eugene C Cordero <eugene.cordero@sjsu.edu>, Patricia Lopez <patricia.d.lopez@sjsu.edu>, "G.Craig Hobbs" <gcraig.hobbs@sjsu.edu>, Raji Lukkoor <raji.lukkoor@sjsu.edu>, Walt Jacobs <walt.jacobs@sjsu.edu>, Alan Leventhal <alan.leventhal@sjsu.edu>, Peggy Cabrera <peggy.cabrera@sjsu.edu>, Ellen Metzger <ellen.metzger@sjsu.edu>, Cher Jones <cher.jones@sjsu.edu>

Greetings, all.

This is a friendly reminder that our second Board meeting is tomorrow. Our agenda is below. Thanks to those of you who helped contribute agenda items. We look forward to seeing everyone soon.

Cheers,

Katherine, Debbie, and Peggy

### Agenda for October 18 Sustainability Board Meeting

- Introductions and new members--5 minutes
- Dean's Corner (Walt Jacobs)--5 minutes
  - [http://www.sjsu.edu/provost/docs/Student\\_Success\\_Plan\\_5-5-16.pdf](http://www.sjsu.edu/provost/docs/Student_Success_Plan_5-5-16.pdf)
- STARS update (Kristen Wonder and Katherine Cushing)-- 10 minutes
- AASHE Annual Conference Update (Katherine Cushing)-- 5 minutes
  - <http://conference.aashe.org>
- Board member check in--tell us more about your work (Joshua Baur-- 10 minutes)
- Results of Board member interest survey (Katherine) (10 minutes)
- Sub-committee formation and group meetings (all) (30 minutes)
  - Sustainability Matters and possible film screening of Before the Flood featuring Leonardo Di Caprio (<https://www.youtube.com/watch?v=6UGsRcxaSAI>).
- Updates from board members--how can we help you spread the word on your event? (10 minutes)
- Other items (Patricia Aubel and Campus Housing, others)

### For November Meeting

- AASHE conference sharing (Debbie and Katherine)-- 15 minutes

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Katherine Kao Cushing, Ph.D.

Professor, Department of Environmental Studies

Associate Director

CommUniverCity San José

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# Sustainability Board Meeting Minutes

## Tuesday, October 18<sup>th</sup>, 2016

- **Introductions and new members - 5 minutes**
  - **In Attendance:** Alicia Bogart (Dwight, Bental, and Hall Communications), Joshua Baur (Health Science and Recreation, CASA), Esperanza Huerta (Accounting and Finance, College of Business), Walt Jacobs (Dean representative), Kristen Wonder (Spartan Shops), Ellen Metzger (Geology, College of Science), Michael Fallon (Center for Community Leadership and Learning), Tiffany Rodriguez (Transportation Solutions), Lynne Trulio (Environmental Studies), Cher Jones (College of Science, staff position), Patricia Lopez (College of Education), Katherine Cushing (Environmental Studies, CommUniverCity)
- **Dean's Corner - 5 minutes**
  - Walt Jacobs, Dean of the College of Social Sciences
  - 4 Pillars of Student Success Plan (collaboration between Academic Affairs and Student Affairs) for retention and graduation rates
    - College readiness - Ready for college classes when starting SJSU
    - Advising - Increase # of advisors
    - Clearing Bottlenecks - Identifying enrollment challenges
    - Student engagement - Improve student experience
      - Sustainability is part of the student engagement pillar
        - Sustainability minor in particular
  - [http://www.sjsu.edu/provost/docs/Student\\_Success\\_Plan\\_5-5-16.pdf](http://www.sjsu.edu/provost/docs/Student_Success_Plan_5-5-16.pdf)
- **STARS update (Kristen Wonder and Katherine Cushing) - 10 minutes**
  - Sustainability, tracking, assessment, and rating system
  - Corrections have been made and the assessment will be resubmitted by the end of the month
  - Point of STARS Audit
    - See where we are at
    - Compare to other schools
    - Learn new initiatives to implement
- **AASHE Annual Conference Update (Katherine Cushing) - 5 minutes**
  - Katherine, Debbie, and other staff attended conference
  - “Speaking the language of executive leadership”
    - What can sustainability do for the campus?
  - Presentation on tiny homes
    - Portland community college
    - Village for formerly homeless people
  - <http://conference.aashe.org>
- **Board member check in--tell us more about your work - 10 minutes**
  - Joshua Baur
    - “Human Ecologist” - relationship humans have with environment
    - Explore relationship through lens of recreation and leisure, specifically people who live in cities and towns (people who feel disconnected from nature)
    - Working on:
      - Study of AS student garden

- Student engagement in sustainability and sense of community
  - Survey students to see how the garden has impacted their well-being
  - Homelessness in natural forests
  - Adventure Crew Program
    - “Richmond Rangers”
    - Working with underserved populations to give them opportunities to get outdoors
- **Results of Board member interest survey and sub-committee formation (Katherine) - 10 minutes**
  - Publicizing STARS
    - 73% (4’s or 5’s)
    - Our role: lead
    - Debbie and Katherine
    - Presentation and talking points
  - Communications
    - 67% (4’s or 5’s)
    - Our role: lead
    - Alicia, Tiffany, Kristen
    - Social media competition
      - Alternative transportation
      - #TransitTuesday
    - Class connections (urban planning)
    - Google doc/calendar with all sustainable events and contacts
  - Strategic Plan
    - 60% (4’s or 5’s)
    - Our role: partner
    - Walt, Lynne, Patricia, Cher
    - Sustainability focus in housing
    - University-wide recycling and composting
    - Food insecurity – tie in sustainability and healthy food
  - Curriculum/minors and CALL/other grants
    - 40% (4’s or 5’s)
    - Our role: partner
    - Soto, Patricia, Josh, Michael, Esperanza
    - Develop a framework for partnership
    - Opportunities to fund research through grants
  - Sustainability Matters
    - Spend energy promoting sustainability events already going on
    - Our role: support
- **Other items**
  - Michael Fallon
    - SJSU’s 11<sup>th</sup> Annual Poverty Under the Stars
      - Thursday, November 3 at 7pm on Smith/Carlos Lawn
      - Stay for the breakfast discussion on Friday, November 4 at 9am in the Student Union (Meeting Room 2B)

SJSU Sustainability Board Meeting Agenda  
November 15, 2016, ADM 167

1. STARS Status--We are Gold! (Katherine Cushing)-10 min
2. Dean's Corner (Walt Jacobs)-5 min
3. UCapture (Kristen, Avery Michelson)-15 min
4. Sub-committee Check Ins (30 minutes)
  - a. Research and Curriculum (Patricia Lopez, Ellen Metzger, Lynne Trulio)- 15 min
  - b. Strategic Planning (Cher Jones, Katherine, Kristen) 11/17 Pres. Papazian Town Hall -15 min
5. ERC's Locavore Fair (ERC representatives)- 10 min
6. Post-election thoughts/call to action (all)- 10 min
7. Updates and Announcements (all) - 10 min
  - a. Meet/invite President Papazian to upcoming meeting
  - b. Retreat dates/interest

For December (Send Peggy Cabrera agenda item requests)

1. Sustainability Grants and Research Sub-committee meeting with Giles Muller & Paul McNamara
2. Transportation Solutions' Green Commute Champions
3. Communications Sub-committee report-out
4. CSU Campus as a Living Lab update

**Sustainability Board Meeting Minutes**  
**Tuesday, November 15, 2016**

1. STARS Status (Katherine Cushing)

- **GOLD!**
- Some areas of success: waste minimization, water use, community partnerships
- Some areas we are working to improve: employee education, building energy consumption
- THANK YOU to all who contributed
- Next steps - how to communicate results?

2. Dean's Corner (Walt Jacobs)

- 3 vacancies for Deans (engineering, business, education); interim Dean of Engineering supportive of engineering initiatives
- Funding specific for sustainability and social justice

3. UCapture (Kristen, Avery Michelson)

- Company that offers a rewards shopping platform to offset users' CO2 emissions
- How it works: users shop through their website or use a web browser add-on; commissions from partners are used to purchase energy credits that fund projects to reduce greenhouse gases and produce renewable energy
- Offset provider: Terrapass
- Will provide SJSU referral link to share with students and staff; referral bonuses for SJSU in emissions offset credit

4. Sub-committee Check Ins

- Research and Curriculum (Patricia Lopez, Ellen Metzger, Lynne Trulio)
  - Development of California Cooperative Sustainability Minor available at all CSU schools
  - Each campus manages their own curriculum but accepts course offering from across the CSU system and Community College system for lower division courses
  - 18 units, Introductory course (online – many colleges do not have an existing intro course), 12 units selected from a variety of topics, possible culmination in a capstone or community engagement project
  - Make use of GE courses
  - Number of online vs. in-person classes?
  
  - Goals for sustainability research and grants – more funding opportunities; promote accessibility through website
  - Call for Campus as a Living Lab applications
- Strategic Planning (Cher Jones, Katherine, Kristen)
  - **Thurs 11/17 1 pm** Student Union Theater: Town Hall with Pres. Papazian for faculty and staff (possibly students) – as a group, make a statement encouraging commitment to sustainability
  - Wear green, meet center front
  - Tie statement into social equity and justice
  - Spokespersons Lynn and Katherine

5. ERC's Locavore Fair (ERC Students)

- Purpose: raise awareness about food miles involved in production to plate, promote sustainable local businesses and services
- 16 vendors, almost 100 people attended

- Would like to make an annual event
- Could use help with promotion, develop vendor list

6. Post-election thoughts/call to action

- Reach out to congressmen, promote civic engagement at a local level
- Emphasis on protection of National Parks (not partisan)
- Possible creation of board subcommittee for advocacy event

7. Updates and Announcements

- Schedule a separate meeting and invite President Papazian to upcoming meeting (Jan/Feb?)
- Green Commute Champions – employee program promoting sustainable transportation
- SJSU Coop Seeking student leaders interested in addressing homelessness
- Tent City Urbanism book

## Sustainability Board Meeting Agenda January 30, 2017

- Introductions (all)
- Approval of November minutes (all)
- Dean's Corner (Walt Jacobs)—5 minutes
- Transportation Solutions-Green Commute Champions (Tiffany Rodriguez, Nick Danty)—20 minutes
- Sustainability Research and Sponsored Project Opportunities (Michael Fallon, Patricia Lopez, Paul McNamara)—15 minutes
- Strategic Planning Sub-Committee: Strategies and goals (Cher?) See attached document—10 minutes
- CSU Sustainability Minor (Ellen)—10 minutes
- U-Capture (Kristen)—15 minutes

### Announcements

- Board faculty and other interested staff are invited to Center for Faculty Development's and CommUniverCity's upcoming Lunch and Learn on Community-engaged learning. President Mary Papazian will kick off our gathering and share some insights about her vision for City-University-Community collaboration. Questions? email Katherine Cushing (Associate Director, CommUniverCity) at [katherine.cushing@sjsu.edu](mailto:katherine.cushing@sjsu.edu).

DATE: Thursday, February 23

TIME: 12-1:30pm (Lunch provided)

LOCATION: Engineering 285/287

Please [RSVP](#) by February 17<sup>th</sup>

- This Way to Sustainability Conference at Chico State (3/23 and 3/24) Event includes over 100 sustainability professionals in over 80 presentations, workshops, films, exhibitor space. You can view [full conference schedule](#) using live link

For February meeting . . .

- Sustainability report and STARS communication (Debbie and all)
- Other items?

## **Sustainability Board Meeting Agenda & Minutes**

**January 31, 2017**

1. Present: Esperanza Huerta, Mari Pearman, Eyedin Zonobi, Walt Jacobs, Cher Jones, Candice Piper, Patricia Aubel, Nick Danty, Josh Baur, Raji Lukkoor, Alicia Bogart, Ellen Metzger, Kristen Wonder, Lynne Trulio, Patricia Lopez, Peggy Cabrera, Katherine Cushing.
2. Dean's Corner (Walt Jacobs): Walt & Lynne are on the strategic planning committee that is finishing out the Vision 2017 plan. The next planning process will begin in the fall. President Papazian wants to create a 10-year plan. The Sustainability Board is working with President Papazian's office to have her attend a Sustainability meeting this academic year. At the November 2016 Town Hall about 17 Board members and friend of the Board attended wearing green ribbons. Lynne Trulio and Katherine Cushing read a statement urging the President to make sustainability a top campus priority.
3. Transportation Solutions-Green Commute Champions (Eyedin Zonobi, Nick Danty, and guest, Mari Pearman). Nick shared a presentation on Transportation Demand Management (TDM) that focuses on behavioral change of single-car drivers to alternative modes like public transportation (mode shift). Included in TDM are resources, programs, community-based, social marketing, and peer-to-peer or social norming. It includes a voluntary, bottom-up feedback loop. Several universities (e.g., University of Washington, Portland State University) and municipalities (Alameda County, City of San Jose) have participated in this program that involves finding Green Commute Champions who work within their units/organizations to educate and motivate co-workers to use public transportation and to find solutions to transportation problems. Nick would like to start a Green Commute Champions program for SJSU employees. We currently do not have data that tracks employee commuting, so there needs to be a pre and post survey to gather this data. Perhaps it can be done within units. Nick will start by sending the board the survey to take and to provide feedback.
4. Sustainability Research and Sponsored Project Opportunities (Michael Fallon, Giles Muller, Paul McNamara, Josh Baur, Patricia Lopez, Ellen Metzger, Esperanza Huerta). Ellen shared on the NGSS-Envs education for K-12 will focus on undergraduate and pre-service teachers. Michael



shared that Restore Coyote Creek has been given funding for 3 years. Work includes focus on the Coyote Meadows area.

5. U-Capture (Kristen): The Board discussed whether or not the Board should provide an endorsement and the general feeling was that it might be appropriate for a pilot or senior thesis project, but it is too early for the University as a whole to adopt it wholeheartedly. U-Capture is an 'overlay' app, similar to Amazon Smile where consumers can purchase items and U-capture buys carbon offsets on behalf of SJSU based on the amount of sales. A number of Board members were worried about privacy issues and this would need to be addressed before a larger scale promotion. In addition, the Board is not regularly involved with Procurement, which appears to be where U-Capture wants to make inroads. Eastern Kentucky University is using U-Capture. Kristen is following up with the company for more details.
6. Sustainability report (Debbie). Report tabled for next meeting.
7. Strategic Planning Sub-Committee: Strategies and goals (Cher):
  - a. Scroll to the bottom of the minutes to find the report. Discussion focused on the campus need to hire a new Housing Sustainability coordinator—we need a representative from the residence halls on the board. We also need to have representation from facilities and programming. Comments on the third goal, Possible long-term policy goal: polystyrene (Styrofoam) ban for all packaging materials, included discussion on the need for a hook for departments/university to follow through. Additional discussion included possibly doing another Ecological Footprint Challenge and the need for a project coordinator, a centralized focus, consultant to design webpages, etc. Discussion focused on President Papazian who wants SJSU to be listed on the Princeton Report and the Sierra Club. Debbie Andres is working on this goal. Ellen discussed the progress on the CSU Sustainability minor which is moving forward. It will include an introductory course, a focus on the natural and built environments, and the social and economic aspects of sustainability.
8. Announcements & Other topics discussed:

On Twitter, students can learn about free food @sjsufreefood

2/20: Tiny House on the 7<sup>th</sup> street corridor. The tiny house will be on display to show people how to live small, and as a possible way to house the homeless.

Earth Day will be held on 4/20 this year.

DBH: SJ charter and conservation school.

Temporary housing for students is available: 1 night a week or longer.

Katherine will meet with Michael Kimbarow to see what options exist for moving Board items forward to the larger Senate or University. Actions may include a Sense of the Senate resolution on Sustainability or working with A. S. Policy Committees such as Curriculum and Research.

Michael Fallon discussed the Research Commons committee. He will talk with Giles and Paul regarding research ideas and grants.

Kristin brought up the desire to start an Aquaponics program here at SJSU. Suggestions to network with the CSU Sacramento Sustainability program that has their own aquaponics program.

Katherine reminded Board members about the 2/23 Lunch and Learn on Community Engaged Learning with Communiversities & the Center for Faculty Development. Board members are invited. It will be in Eng 285/87 from noon-1:30.

## **Strategic Planning Sub-Committee**

### **Strategies and goals**

Members: Walt Jacobs, Lynne Trulio, Cher Jones, and Patricia Aubel

#### **1. Sustainability efforts within on-campus residence halls**

- o Different recycling system from the rest of campus; not single stream
- o Efforts to also add food waste/greenwaste? (currently only trash and recycle)
- o Initiatives to encourage students to recycle more; in particular, competitions. Rewards for students? Gold points?
- o Directions for students to know how to use air conditioning (brief instructions posted on the wall near AC unit, on papers given to students, discussed at RA meetings?)
- o Pamphlets and/or initiatives to encourage people to take shorter showers, turn off the tap, unplug electronics, conserve resources etc
- o E-waste collection (electronics, toners, batteries, etc)
- o Donate used (but still usable) items. Currently, at the end of every year, items are collected in a "Reuse Room" on the first floor of most buildings. Students can bring old items or take used items from the room. What happens after all students have moved out? Items donated? Possible partners like Habitat for Humanity.

#### **2. Recycling efforts on campus**

- o Add signs - "Thank you for recycling" with brief info about single stream near several garbage cans on campus.

- o This will distinguish that SJSU has a unique program and still emphasize the need (and the school's commitment) to recycle.

- o Will also help to differentiate from the residence halls recycling system. Better signage in both dorms and on campus. Example - some Student Union garbage areas have a single stream symbol

**3. Possible long-term policy goal: polystyrene (Styrofoam) ban for all packaging materials**

- o Departments will only send and receive items that have NOT been packaged with polystyrene

- o Achieve this by attaching an additional statement to all orders placed, and possibly sending back packages that do not meet this requirement and

- o Will require much education for individual departments to implement 27 Jan 2017

Sustainability Board  
Clark 100H  
February 21, 2017

Introductions (everyone)

Sustainability research and grants (Paul McNamara, Giles Muller, Michael Fallon)

Documents:

Proposal for a General Education Pathways Basic Undergraduate Certificate in Integrated Knowledge in Sustainability ; California Cooperative Minor in Sustainability; Stars Courses SJSU 2016 ; California State University Sustainability Policy Proposal (RJEP/CPBG 05-14-01)

Questions to consider:

1. What should our strategy be moving forward--to encourage more students to take advantage of existing sustainability-related or focused classes within their respective departments or Colleges? Encourage faculty to consider incorporating sustainability into their classes? Currently, about 11% of our course offerings at the University are sustainability focused or related. To earn full credit for this STARS criteria, the threshold is 20%.
2. Do we think it's important for ALL SJSU undergrads to take at least one class that is sustainability-related. This would meet STARS criteria for sustainability literacy.
3. How can we support the ongoing discussions around a GE Pathway for Sustainability and/or the CSU-wide sustainability minor? Progress around the GE Pathway currently seem stalled.
4. What other steps do we think we should be taken to help create a culture of sustainability on campus? Other CSUs are creating sustainability officers and have sustainability institutes (e.g., Northridge, SF, and East Bay). We do not have a similar level of infrastructure or emphasis. In the 2014 CSU Sustainability Policy, it states that "Each CSU is encouraged to designate a sustainability officer responsible for carrying out and/or coordinating campus sustainability program efforts."
5. How can we better recognize and celebrate the sustainability achievements of students, faculty, and staff?

## Sustainability Board

Clark 100H

February 21, 2017

### Introductions (everyone)

Alicia Bogart, Student; Esperanza Huerta, Accounting & Finance; David Schuster, Psychology; Michael Fallon, CCLL; Gina Marin, CFD; Cher Jones, CoS; Patricia Aubel, Student; Ellen Metzger, Geology/Sci Ed; Paul McNamara, University Advancement; Josh Baur, HS&R; Tiffany Rodriguez, AS Transportation Solutions, Lynne Trulio, Env Studies; Peggy Cabrera, Library; Patricia Lopez, Educational Leadership

### Sustainability research and grants (Paul McNamara, Giles Muller, Michael Fallon)

#### Sustainability Research Grants

Paul McNamara:

#### 3 main sources of funding

1. Fundraising – Corps, foundations, individuals (80% of private giving is from individuals). Managed through Twr foundation and University Advancement (**private** funding)

2. Research Foundation manages **public** monies

Funding seeking – Research Foundation has keyword search function

3. **Internal** Funding – Through Office of Research. RSCA funding. Occasionally, other small pots of money available (\$1000-\$5000 generally).

Development officer for each college helps with private funding

Office of U Advancement can help develop ideas for funding opps.

Levels of Giving Table (Katherine has a copy from Paul M). Simple table to help formulate funding opps.

Most endowments are used to fund scholarships for students

Office of Development can help faculty if they have already developed a research idea with budget.

Meet with Information Services at Research Office to talk about research ideas.

Paul M has sent to Katherine examples of letters of intent (LOI), budget, and eventual narrative.

Start with a budget. Budget summary – need to know how much \$\$ you'll need before you start discussing HOW the work will be done. Don't want to do a lot of work only to find that the funding is insufficient for the budget.

Public funding attempts have the advantage of receiving feedback on the grant app. Private funders seldom provide feedback.

Discussion of aquaponics, or other food production grant requests as examples of application for funds.

Often, embedding specific program elements within a larger “program” can frequently secure funding for not only the individual target, but for a larger effort as well.

Best way to interact with Paul M is to complete those one page template planning ideas, so he can get a sense of how he can best help.

#### Documents:

Proposal for a General Education Pathways Basic Undergraduate Certificate in Integrated Knowledge in Sustainability ; California Cooperative Minor in Sustainability; Stars Courses SJSU 2016 ; California State University Sustainability Policy Proposal (RJEP/CPBG 05-14-01)

#### Questions to consider:

1. What should our strategy be moving forward--to encourage more students to take advantage of existing sustainability-related or focused classes within their respective departments or Colleges? Encourage faculty to consider incorporating sustainability into their classes? Currently, about 11% of our course offerings at the University are sustainability focused or related. To earn full credit for this STARS criteria, the threshold is 20%.

What scale can we support?

Engage students in research in some way, formal or informal.

Link to other initiatives/foci, such as clean water ways in SJ.

Promote sust minor more strongly, encourage student participation. Chancellor's office strongly in support of sust minor.

2. Do we think it's important for ALL SJSU undergrads to take at least one class that is sustainability-related. This would meet STARS criteria for sustainability literacy.

Many universities are using engagement and “big questions” to further “high impact” practices. Engaging students in discussion of “wicked problems” associated with sust, especially engagement with underrep'd students in real problems they care about.

3. How can we support the ongoing discussions around a GE Pathway for Sustainability and/or the CSU-wide sustainability minor? Progress around the GE Pathway currently seem stalled.

SSETF Funds are available next year (available biannually) – instructional related activities. Paid for by student fees. Funds to leverage. Stacy Gleixner suggested we apply for SSETF funds to get students more involved in sustainability efforts, and advance sust tract in GE pathways. Could SSETF funds be used to support a Sust Coordinator? Would Papazian support that? And, can SSETF funds support transition of Sust Board to an Institute or Center?

Course redesign conference in June – could reps from each campus get involved to develop online content for all campuses?

GE Pathways is currently on hold. Not clear what happened. Perhaps combine sust minor with some remnant of the sust GE pathway?

4. What other steps do we think we should be taken to help create a culture of sustainability on campus? Other CSUs are creating sustainability officers and have sustainability institutes (e.g., Northridge, SF, and East Bay). We do not have a similar level of infrastructure or emphasis. In the 2014 CSU Sustainability Policy, it states that "Each CSU is encouraged to designate a sustainability officer responsible for carrying out and/or coordinating campus sustainability program efforts."

Not clear who or if anyone volunteered to meet with Papazian with Katherine.

SJSU would benefit from having a sustainability coordinator – helps to raise awareness of sustainability needs. Creates visibility

What's needed to develop a Sustainability Coordinator position?

Need President committed to sustainability (Admin champion)

Sustainability Board (this body)

University funding for the position

Does the Sustainability Board have any apparatus to develop a Coordinator? Is there any subcommittee that can take that on?

Send brief statement to Papazian in support of sustainability and having a Coordinator (first steps?)

Being a Center or Institute can really help leverage university support. Need recognized structure to advance sustainability on campus and more broadly.

Proposed next steps for this idea:

Inquire with Papazian if her office will be supportive of sustainability efforts.

Draft letter to Papazian to be signed by the Sust committee. Lynn Trullio to draft the letter, with Katherine. They will send out to committee for comments.

5. How can we better recognize and celebrate the sustainability achievements of students, faculty, and staff?

Other Topics of discussion

Earth Day coming up. Sust Board prob won't get involved

Fri Mar 17 Tiny House on Campus. Could Tiny House be exhibited during Earth Day week?

San Jose Neighborhoods Commission

SJSU hosting their roadshow in the MLK Library, showcasing their activities. Will discuss several factors on how to participate in local policymaking

Mar 14<sup>th</sup> Film Screening – SUNU (Mex farmers fight with Monsanto) MLK Library 6-8



# **SJSU Sustainability Board Agenda**

## **March 21, 2017**

### Introductions

Welcome to Dave S. (CoSS). and Xhavin S. (Engineering)

### Dean's Corner

Update from Walt Jacobs, Dean of the College of Social Sciences

### Leadership

We need a new Board chair for next year! This is a great leadership opportunity. Write Katherine to let her know if you'd consider serving. She is happy to meet with you and help train you.

### Strategic Planning & STARS

To follow on from last month's conversation, FD&O is assembling a university-wide sustainability report that needs to include some longer term goals. Several options will be presented for discussion that the Board can recommend be put in this report. Peggy and Katherine will preview some summary slides with you and we'll discuss outreach to our respective units.

### Earth Day Update

Kristen will update us on the work of the Earth Day Committee. Please mark your calendars--Earth Day is April 20.

### Curriculum and Research (as time allows)

Katherine will share course lists with you and we'll talk about ways of disseminating this information to all the colleges and encouraging our students to take GE's and SJSU studies courses with a sustainability focus.

### Announcements

Feel free to come with handouts or other material to share with the group about upcoming events.

## SJSU Sustainability Board Meeting Minutes March 21, 2017

### Introductions

In attendance: Katherine Cushing, Candice Piper, Debbie Andres, Kristen Wonder, Walk Jacobs, Esperanza Huerta, Xhavin Sinha, David Schuster, Cher Jones, Peggy Cabrera, Lynne Trulio, Tiffany Rodriguez, Stephanie Fabian, Raji Lukkoor, Alejandra Lopez-Cuellar, Julia Thompson, Keith Perry, Alicia Bogart

### Dean's Corner - *Update from Walt Jacobs, Dean of the College of Social Sciences*

- New dean leadership coming in Fall 2017
- Strategic Plan 2017
  - Finalizing report & will be coming out soon
  - Plans to begin new strategic plan in Fall 2017
- New science building approved and architecture selection coming soon
  - Large focus on sustainability and natural lighting
  - Building to LEED silver certification but aiming for a LEED gold certification

### Leadership – *Katherine Cushing*

- Seeking new Sustainability Board chair for next year
- Send Katherine an email if you are interested in serving
- Term is 1 academic year

### Strategic Planning – *Katherine Cushing*

- FD&O is assembling a university-wide sustainability report
- Needs to include some longer term goals. Proposed goals:
  1. 10% or more of all courses offered by SJSU are sustainability courses and/or courses that include sustainability within 3 academic years
    - Develop definition/standards for what that entails
    - 9 sustainability modules available on the SJSU Sustainability website that are available for download – 1 day lectures
  2. Formalize the creation of two new sustainability-related and focused minors within two academic years (i.e., by AY '18-'19)
  3. 18% of faculty conducting research on sustainability
    - Create strategies to engage in sustainability research
  4. Centralize Infrastructure
    - Current structure is decentralized
    - Reinstate SJSU Office of Sustainability & associated resources

- The Office and its staff will coordinate disparate sustainability functions and resources

### **Earth Day Update** – *Kristen Wonder*

- Earth Day San Jose is on Thursday, April 20<sup>th</sup> from 10:00am – 2:30pm
- Petting Zoo, Reggae Band, Aztec dancers, tree planting ceremony with guest speakers, games, and more!

### **Announcements**

- EPICS (Engineering Projects in Community Service) at SJSU is looking for projects on campus sustainability for engineering and math students to do their final projects on.
  - <https://sites.google.com/a/sjsu.edu/epics-sjsu>
- Kristen Wonder – Sustainability infographics for Spartan Shops are now up in all dining units (Student Union coming soon); a Spartan Shops Sustainable Catering menu is coming soon; catering just began donating prepared leftover food to shelters.

## **Sustainability Board Meeting Agenda April 18, 2017**

I. Introductions (All, 10 minutes)

II. Dean's Corner (Walt, 5 minutes)

III. Earth Day update (Kristen, 10-15 minutes)

- Earth Day is this Thursday! Please encourage your students and fellow staff members to attend. Many great programs run from 10:00AM to 8:00PM. For schedule and event details visit the site [http://www.sjsu.edu/envs/enviornmental\\_resource\\_center/earth\\_day\\_2017/](http://www.sjsu.edu/envs/enviornmental_resource_center/earth_day_2017/)

IV. Sustainability Minor (Lynne or Ellen, 10 minutes)

V. Board leadership election (Katherine, Debby, and Peggy, 15 minutes)

VI. STARS presentation update & Sustainability Report (Peggy, Katherine, & Debby, and Peggy, 15 minutes)

VII. Other Announcements (All, 10 minutes)

- From M. Fallon: SCCOE Tiny House showcase runs through Earth Day, April 20. 3000 persons have toured. News coverage has been extensive. Awareness raised of homelessness solutions and sustainability. COOP-SJ with PR by DBH Communications organized this event to promote Tent City Urbanism – From Self-Organized Camps to Tiny House Villages, by Andrew Heben, 2014.
- From K. Cushing: All interested Board members, colleagues and students are invited to attend a public forum on May 11 from 4-5:30PM at the Martin Luther King, Jr. Library (Room 255), “Emerging Water Issues for the Bay Area: A Guide for Elected Officials and Advisory Boards.” At this event, the public will be invited to provide input on the work of SJSU students, faculty, and partner staff from local municipalities who have produced a guide to better understanding emerging water issues in the Bay Area covering topics including managing for droughts and floods, storm water management, water reuse, biodiversity protection, and climate change adaptation and mitigation. Light refreshments will be served.

Links to updated STARS highlights presentation from last month & to SJSU's AASHE STARS data that is open access for anyone who is interested.

[https://docs.google.com/presentation/d/19MMiA5RIQ07GCPI6pBmsaKGFt04\\_ONYwNDEGBZu5vc8/edit#slide=id.p4](https://docs.google.com/presentation/d/19MMiA5RIQ07GCPI6pBmsaKGFt04_ONYwNDEGBZu5vc8/edit#slide=id.p4)

<https://stars.aashe.org/institutions/san-jose-state-university-ca/report/2016-08-26/>

# SJSU Sustainability Board Meeting Minutes

## April 18, 2017

### Introductions

In attendance: Lynne Trulio, Josh Baur, Cher Jones, Patricia Lopez, Gina Marin, Michael Fallon, Walt Jacobs, Xhavin Sinha, Esperanza Huerta, Patricia Aubel, Candice Piper, Stephanie Fabian, Dave Schuster, Kristen Wonder, Ellen Metzger, Alicia Bogart, Katherine Cushing (Chair), Debbie Andrews, Peggy Cabrera, Chris Nordby

### Dean's Corner - *Walt Jacobs*

- Dean of College of Education search is ongoing
  - 5 candidates
  - Attend job talks and open forums
  - Forums also available online

### Board Leadership Election – *Katherine Cushing*

- Josh Baur and Kristen Wonder expressed interest as cochairs
- Josh Baur nominated as cochair; seconded
- Kristen Wonder nominated as cochair; seconded
- Vote: 20 vote in favor, 0 opposed, 0 abstain

### Sustainability Minor – *Lynne Trulio*

- New minor 3 courses in subject areas and a capstone course
- Online courses from around the system plus each campus having courses that fulfill the minor
- Community colleges could also offer courses
- Campuses can select learning outcomes and then decide which courses fit
- Timeline for the process is TBD
- Question about assessment process for the minor: Common assessments in learning objectives? Right now course-specific, but plan includes community engagement component
- Sustainability board plan is for minor offered starting academic year 2018-2019

### Earth Day Update – *Kristen Wonder*

- Earth Day Resource fair is this Friday, 10a-2p
- Events include petting zoo, Aztec performance, ribbon cutting ceremony for a low-water need native tree to be planted in rose garden, Reggae band: Nessie the Great
- Tree is being dedicated to Dr. Donald Aiken

- Zoro the Turkey Vulture will be at the petting zoo
- Resource fair includes 61 booths
- Tiny house will be open
- Crossroads forum (3-5pm) put on by a graduate student
- Fashion Trashion show in village quad
- Food includes vegetarian and chicken pizzas, gluten-friendly option made from cauliflower
- Earth Day Resource Fair is a collaboration between Spartan Shops, Associated Students, Environmental Resource Center

### **2017 Sustainability Report** – *Debbie Andrews*

- To be published at the end of the month
- Slides presented last meeting have been revised by Katherine and Candice to start a discussion with President and Provost

### **STARS Rating Report** – *Peggy Cabrera*

- Scored 64.7, submitted in August
- We compare favorably to campuses in the region
- Peggy summarized campus highlights in all areas; slides to be sent out
- With whom and how can we share news of this success?
  - New employee & faculty orientation sessions
  - Spartan 101 for students to learn about campus resources
  - University 101 for faculty
  - Welcome center; could be embedded into the campus tour script
  - Connect with advancement; seek an article
  - UCCD for faculty chairs
  - Corporate outreach
  - Conference presentations
- Send photos of sustainability efforts to Alicia Bogart ([Alicia.bogart@sjsu.edu](mailto:Alicia.bogart@sjsu.edu))

### **Campus as a Living Lab** – *Peggy Cabrera*

- Grant encouraged partnership with local educators
- Worked with De Anza CC and Foothill CC to create modules
- Went live in 2014, modules are still being used as of Fall 2016
- Students will be making class presentations at start of class meetings, open to Board members
- Annual sustainability conference – we won best practices last year for HVAC, won this year for sustainable student wellness; contact Lynne, Peggy, Katherine for more information; at UC Santa Barbara this year
- Organization that sponsors STARS, AASHE, also has an annual conference

## Announcements

- Kristen is new Sustainability Coordinator for FD&O
- Tiny house had local press coverage
- Industrial Design students chose homelessness in Silicon Valley as a DFA Design for America application; this semester they focused on micro housing of various sizes and how they may become a communal village; will be showcased at City Hall May 23 and May 24 (Jim Shook faculty contact)
- Katherine having a meeting today, 4:00-5:30 in library; class put together a water primer for elected officials. Board and students are invited.
- Kristen attended Energize Colleges webinar: Program of strategic energy and sustainability education, workforce development through experiential learning. Program places a full-time fellow on campus paid through this program (either faculty or staff member). Includes curriculum development, best practices, other offerings. 12 other campuses are already involved.
- Cher highlighted AmeriCorps VISTAS with Jay Pinson STEM education
- Michael: Community Engagement Collaborative is accepting nominations for outstanding faculty member, student, or partner that is engaging the community this year. Recognizes all nominees. Visit [community.learning.sjsu.edu](http://community.learning.sjsu.edu). Event is Thursday, May 4 from 3:00pm -5:00pm in YUH.
- Reminder of Moss Landing Marine Lab open house, April 29-30.
- Spartan Shops is involving vendors more; had vendor fair at dining hall with 1400 participants, 35 vendors. Shows produce, seafood supply. Plans for sustainable resource fair campus-wide in the fall.
- Center for Faculty development is calling for applicants to convert class to service learning (SL), has \$2500 stipend



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**Sustainability Board Meeting 5/16 at 10:30, Clark Hall 100H**

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**Katherine Cushing** <katherine.cushing@sjsu.edu>

Wed, May 10, 2017 at 11:16 AM

To: Candice Piper <candice.piper@sjsu.edu>, Cher Jones <cher.jones@sjsu.edu>, Dave Schuster <david.schuster@sjsu.edu>, Debbie Andres <debbie.andres@sjsu.edu>, Ellen Metzger <ellen.metzger@sjsu.edu>, Esperanza Huerta <esperanza.huerta@sjsu.edu>, Joshua Baur <joshua.baur@sjsu.edu>, Luis Cervantes <luis.cervantesrodriguez@sjsu.edu>, Lynne Trulio <ltrulio@earthlink.net>, Patricia Aibel <patricia.aibel@sjsu.edu>, Patricia Lopez <patricia.d.lopez@sjsu.edu>, Peggy Cabrera <peggy.cabrera@sjsu.edu>, Sotoudeh Hamedi-Hagh <sotoudeh.hamedi-hagh@sjsu.edu>, Tiffany Rodriguez <tiffany.rodriguez@sjsu.edu>, Walt Jacobs <walt.jacobs@sjsu.edu>, Xhavin Sinha <xhavin.sinha@sjsu.edu>, Lynne Trulio <Lynne.Trulio@sjsu.edu>, Michael Fallon <michael.fallon@sjsu.edu>, Raji Lukkooor <raji.lukkooor@sjsu.edu>, Bettina Brockmann <bettina.brockmann@sjsu.edu>, Ana Pitchon <ana.pitchon@sjsu.edu>

Greetings, all.

It is hard to believe, but our LAST Board meeting of the academic year is next week on Tuesday. I realize that many of us are extremely busy right now with final projects, presentations, and graduation preparations, so I send my good wishes to you on a great end-of-the-semester experience.

A draft agenda for our meeting is below. Please let Peggy Cabrera know if you have any additions or corrections by Friday. I am also cc'ing colleagues and Sustainability friends Bettina Brockmann (Communications Studies) and Ana Pitchon (Anthropology) in case they'd like to participate.

Introductions (All, 10 minutes)

Dean's Corner (Walt, 5 minutes)

Earth Day debrief (Kristen, 10 minutes)

Sustainability Minor (Lynne and Ellen, 10 minutes)

Sustainability in the Classroom (Esperanza, 15 minutes)

Electric Car Charging Stations (Katherine, 5 minutes)

(as time allows) STARS presentation & Upcoming Meeting with President Papazian (Peggy, Katherine, & Debby, 15 minutes)

Announcements (All, 10 minutes)

Hope all of you are well,

Katherine

--

Katherine Kao Cushing, Ph.D.

Professor, Department of Environmental Studies

Associate Director

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**SJSU Sustainability Board Meeting Minutes**  
**May 16, 2017**

**By Xhavin Sinha**

**Introductions**

In attendance: Cher Jones, Gina Marin, Walt Jacobs, Xhavin Sinha, Esperanza Huerta, Stephanie Fabian, Dave Schuster, Kristen Wonder, Ellen Metzger, Katherine Cushing (Chair), Peggy Cabrera, Chris Nordby, Tiffany Rodriguez

**Dean's Corner** - *Walt Jacobs*

- President Papazian is interested in making changes to SJSU's graduation date and associated ceremonies
  - Currently graduation date is last Saturday of May. There are issues with this date being close to the Memorial Day weekend
  - A committee may be formed to address the appropriate date
  - Other issues related to graduation include payment issues for department- or college-specific graduation ceremonies
  - Overall initiative to improve the student's experience (tools such as Grades First, My Planner, My GPS etc...)
- Dean of College of Education search is ongoing (updated)
  - Selection to be announced any day by provost

**Earth Day Debrief** – *Kristen Wonder*

- Event was successful including food (pizza and pizza with cauliflower crust)
- Next year, goal to improve on technique of cauliflower crust
- Tiny House was a success
- Layout in general received positive feedback including number of vendors
- Petting zoo, T-shirts were well received
- Things to work on
  - Tree ceremony needed better attendance
  - Have the performance at the location of the tree ceremony to aggregate the crowds and create an opening ceremony for the tree ceremony
- Attendance count appeared high. Safe to assume approximately 1000+ people attended Earth Day.
- Student demonstration tables were well received.
- Vendor feedback: reiterated their commitment to the event.

### **Sustainability Minor** – *Ellen Metzger*

- Ellen presented introductory outline of sustainability modules (see email with attachment) and talked in detail about a particular GE course she is working on
- Over summer the plan is for Ellen and the group she is working with to populate the module
- Planning matrix was also presented and with goal of populating with readings and videos etc...
- Cal State gave a large list of SLOs that will need to be condensed
- Ellen's course will be an Area E-GE course
- Also would like to have the courses offered online
- Ellen developing course to see how to translate online as well as pilot the course
- Suggestions welcomed – including SLO
- Ellen followed-up by sending module information to the Sustainability Board
- After last board meeting the Chancellor wants this minor implemented as soon as possible.
- Letting the chancellors know that this is coming to SJSU and gather information on logistics
- Basic outline and modules targeted to be completed over summer and ideally have a tentative completed course by the end of summer
- Katherine has older course module for EnvS 152 she can send to Ellen to use as a framework for organizing online portion
- Focus to ensure that modules are solutions and successes based so students don't feel "Doom and Gloom" or "End of the World"
- GE Pathways have been resurrected – add a couple pathways and more GE. Kathleen McConnell from Communication Studies has more details.
- Integration –comments for Ellen
  - Library has online way to see syllabus
  - Faculty create own textbook on open access materials library can help
  - Give comments by next week

### **Sustainability in the Classroom** – *Esperanza Huerta*

- Presentation titled "Sustainability topic in accounting information systems courses"
- Objective was to insert sustainability topics in business courses
- Try out before sharing with colleagues – tried in two undergrad courses and one graduate class
- Each class requires a term project. As part of the term project a Corporate Social Responsibility part was added and it included a sustainability component. Also a Green IT component was added

- The outcomes were that the students were engaged.
- To improve – additional sustainability content is needed
- Scaled back to improve topic selection before rolled out again to more classes
- Future: two parts
  - Add content to classes
  - Audit classes which use sustainability and try to collect data of what the Department is doing for sustainability
- Future may include students reaching out to faculty when creating databases

### **Electric Car Charging Stations** – *Katherine Cushing*

- Request from faculty member about electric car charging station
- It is possible – biggest hurdle is ADA compliance. Need to walk all the way around the parking spot
- Possible project is to have solar put on parking garages and combine car charging
- Faculty survey or staff survey is needed?
  - Could Tiffany Rodriguez (Transportation Solutions) follow up and send email on who might use chargers?
  - Parasitic electric charging does occur
- High priority but getting through the ADA process is the biggest hurdle
- South parking by 2018 up to 6 spots is the first install

### **Upcoming Meeting with President Papazian** – *Peggy Cabrera / Katherine Cushing*

- Debbie and Chris and Katherine met with Andy and Charlie Faas to review material that has been presented over the past months and the best way to present to President Papzain
- One suggestion was to add slides where we stand compared to other universities
- There is no money for net zero buildings but it is getting closer to the building code
- To follow the Governors executive order mandating GHGs thru 2040 – build net zero building but no money coming from chancellor's office for new building
- Emphasize 4 goals – additional courses, more active faculty members, support for research and centralize sustainability resources
- 1,000 new additional students – possible transportation opportunity to reduce GHG and cars. This is already done at freshman orientation
- For summer: emphasize to staff that buses may be used
- Great to have faculty employees to support alternative transportation initiatives
- Working with San Jose Green Resources Team to find current commute modes for employees – ideally relaunch in the fall.
- Tiffany to send out information once she gets more information
- Katherine recommends contacting other faculty/staff that bike or use alternative transportation. Names she gave included Professor Eugene Cordero (Bike), Steve Branz

(the GO Group), Allan Levanthal (Biker), Kathrine Richardson (Geography), Elizabeth Tu Bike), Carl Kemnitz (bike). Contact Katherine for details.

- Possible to have bike stations on campus or facilities that promote sustainability
- VTA eliminated express route 181 – Dash shuttle discontinued – replaced with rapid bus 500 (Santa Clara to Berryessa station). Tiffany to keep updated on meeting to replace Dash
- ECOPASS CLIPPER program/card works on all VTA buses/light rail. Next year costs will be increased. Next year express routes are likely not included because of the cost increase which requires additional funding of approx. \$300,000.
- VTA board meeting June 1 at 70 W heading at 5:30pm and talk to VTA board and raise concern. Tiffany to send the logistics to group and requests support.
  - Send comments to Tiffany or try to attend the meeting
- Note: If take the bus and use ECOPASS can park on campus twice per month for emergency
- If there are any suggestions for meeting with the President, please send to Katherine before Thursday. The meeting is on Thursday morning.
- The overall goal is to impress upon the President that we would like to try to create a culture of sustainability from the moment step on campus beyond just external SJSU but also internal SJSU such as classes etc...

### **Year-End Reflections** – *Katherine Cushing*

- Exercise with Ball or Yarn

### **Announcements**

- Annual sustainability report is done – 300 hardcopies and available online later this week
- CHESC in Santa Barbara - Best Practices Award - Overall Sustainable Design Award to SJSU
  - Chris to do talk on the use of recycled water at steam plant
  - Sign-up if interested in attending <https://chesc.org/>
- Spartan daily asking why fountain is on – we are awaiting for permit to use recycled water
- Bike to Work was May 11 – 6:30am to 9:30 - Done this time because most faculty off Friday and near the end of the school year
- Center for faculty development – recruiting community engaged learning and reading and accessibility –accepting applications until 5/21 for course redesign – meet with cohort and lead with facilitator to redesign and upon completion get \$1000
  - Gina to send t to board –good opportunity in light of Espeanza’s presentation
- Lunch and Learn opportunities - contact Katherine
- Remind students library is open and food available
  - Thursday –three stations on campus to hand out food for finals

- Email board with additional info – be selective if you do email and if unsure check with Katherine before emailing
- Close some eateries for over the summer and donations of food to food bank
- Swap drop donate event sponsored by Center for Development of Recycling, City of San Jose and CommUniverCity on May 20– Please post flyers on door and spread the word