Advisory Committee on Sustainability  
Meeting Minutes  
Date: Tuesday, Dec. 9, 2008  
Time: 9:30 a.m.  
Location: A 2029  

Attendance:  
Paula Corbett, Adam Courage, John Drover, Jennifer Lokash, Mano Krishnapillai (by video), Josh Lepawsky, Shannon O’Dea Dawson, Kevin O’Leary, Peter Smith, Abigail Steel (co-chair), Dwayne Taverner, Dennis Waterman (by video), Toby Rowe (Sustainability Coordinator)  
Other: Charmaine Penney (Sustainability Office Intern),  
Regrets: Wolfgang Banzhaf, Kent Decker, Peter Earle, Rhea Hutchings, Gerri King, Melissa Penney, Craig Stacey,  

1.0 Call to Order  
Abigail Steel called the meeting to order at 9:35.  

2.0 Review and approve Nov. 18 2008 minutes  
Nov 2008 minutes approved with change as noted. Josh Lepawsky/Kevin O’Leary  

3.0 Review of Action items from Nov. 18, 2008 meeting  
**Action:** Toby to review Talloires Declaration to ensure there is no conflict with proposed charter and MUN’s strategic plan. CARRIED OVER  
**Action:** Toby to make contact with groups interested in signing on to Talloires and compose a letter to Eddy Campbell from interested groups and ACS requesting signing on to Talloires. CARRIED OVER while it is determined which direction we are taking with sustainability policy.  
**Action:** Toby will send message to newsline advertising vacancies on ACS. Kent Decker, Abigail Steele and Toby will meet to consider applicants. COMPLETED. Members will be in place for January meeting.  
**Action:** The co-chair position will be addressed at the next meeting of the ACS. CARRIED OVER  
**Action:** Toby will set up a meeting with Kent Decker and Peter Smith to discuss the Atlantic Sustainable Campuses conference. COMPLETED  

4.0 ACS membership  
- New members: Toby received a lot of interest with six people asking to be considered for ACS and other interested in subcommittees. Toby noted there were several inquiries from Medicine and suggested that a subcommittee or group be formed for the Health Sciences. Toby, Abigail and Kent Decker will meet before the Christmas break to look at applicants and invite those selected to January meeting.  
- Elect co-chair: Jennifer Lokash is considering the position of co-chair. Selection was deferred to next meeting.  

5.0 Sub-committee reports  

5.1 Paper and Recycling (Toby Rowe)  
Toby explained that for the PaperCut campaign, she and Meghan (MUCEP student) are determining the best approach to communicate with faculty. Toby mentioned to faculty who were present that in the New Year Toby and/or Meghan will likely contact faculty members of ACS and subcommittees to provide input on paper use. Dwayne mentioned that paper is not being recycled at Barnes House. Toby suggested that Kent Budden be contacted. He also mentioned that there are no beverage container recycling bins at Hatcher House where Housing has its offices. Toby mentioned she thought that someone there collected the beverage containers for charity. Dwayne will follow up with Kent Budden and Toby will be copied on correspondence.  
**Action:** Dwayne to follow up with Kent Budden on recycling issues in Barnes House and Hatcher House offices.
5.2 Buildings (Toby Rowe and Dennis Waterman)
The subcommittee continued to discuss the new residence and where it sits with government, as well as plans for a Marine Institute building in Holyrood. Toby mentioned that Darrell Miles and Kent Decker were supposed to have met with a government official last week about the residence, but the meeting did not go ahead. Dennis Waterman said that he is not aware of any change in the status of the proposal.

5.3 Policies (Josh Lepawsky)
The green cleaning policy proposal was not accepted by the policy oversight committee. There is some lack of understanding of why the green cleaning policy proposal was not considered to be an appropriate university-wide policy. The subcommittee is now looking at a draft sustainability policy from Dalhousie to see if this format might work as a broad sustainability policy. It has been provided to Donna Ball for review. Toby will draft a similar document for MUN for subcommittee to review.

6.0 Strategic Plan (MUN and Sustainability Office)
Memorial’s strategic plan refers to sustainability in Goal 29 and includes specific tasks to complete. Toby is developing a strategic plan for the Sustainability Office/ACS and will reference the MUN plan where possible. The plan also states that administrative procedures should be done in such a way that they contribute to goals of the plan.

7.0 Sustainability Office and Academic Courses
Toby met with Kelly Vodden, a Geography professor whose 2nd year class produced reports last year on sustainability issues at MUN. She would like to do a similar project in January. She and Toby will review the Campus Sustainability Assessment Framework (CSAF) to determine the best indicators for them to study. The CSAF subcommittee may be interested in this work.
Action: Toby to contact CSAF subcommittee to help with selection of assessment indicators for Geography class.

8.0 Updates
- Grenfell Committee: Dennis explained that proposal for the creation of a committee went to Senior Administration and they are supportive. The first meeting will be held in the New Year. Adam Courage mentioned that Marine Institute is also looking at forming a committee.
- Carbon Offset Fund: John Drover asked if a proposal would be forthcoming. Bruce Gorman has created a draft proposal. A suggestion was made that the Harris Centre might be interested in this project.
Action: Toby to contact Harris Centre to determine its interest in being part of the Carbon Offset Fund proposal to government.
- Paystub Opt Out Campaign: The “how to opt out video” with Eddy Campbell narrating will be taped later in December and there will also be footage of envelopes being stuffed in the mail room. The campaign is due to start January 5 and run for 4 weeks.
- Website: Toby thanked Josh, Abigail and Dwayne for getting pictures taken for the website silhouettes. The new website should be up before Christmas.
- EHSSI: Josh explained that EHSSI had its last strategic planning session and that a strategic plan will be completed in the New Year. Toby suggested that a united front (EHSSI and ACS) may be more effective than two groups going to senior administration. Once strategic plans are completed for the two groups, it may be easier to look at this option.
- Atlantic Sustainability Conference (Jan. 30 - Feb. 1, 2009): Peter provided an update on conference plans including facility bookings, speakers, funding and volunteers. John Drover suggested that Project Green make a funding request to the Minister of Environment and Conservation.

Next Meeting: January 13, 2009; location to be announced