Minutes -Advisory Committee on Sustainability  
Tuesday, Apr. 12, 2011   9:30 am   Location: Board of Regents boardroom (A2029)

Attendance: Kris Aubrey, Nancy Burt, Peter Earle, Josh Lepawsky, Jennifer Lokash, Meghan McCarthy, Arlene McDonald, Angela McLoughlin, Shannon O’Dea Dawson, Kevin O’Leary, Toby Rowe, Carol Tibbo (alternate for Kent Decker)

Chair: Jennifer Lokash   Minutes: Nancy Burt

1.0 Call to order and welcome: 9:30 am

2.0 Review/Revise Agenda: No changes to the agenda.

3.0 Approval of minutes: February 2011 minutes – not approved, no quorum.

4.0 Action items from previous meeting:

Action: S. O’Dea Dawson to check on the possibility of having the screens in kiosks throughout campus turned off overnight and on holidays. Carried forward.

Action: T. Rowe to check on status of printers and photocopiers at library to see if they are double-sided. Carried Forward.

Action: J. Lokash will send an e-mail to J. Carroll at the library to request this information. Carried Forward.

Action: K. Aubrey to draft a letter requesting that any new development on campus be built to LEED standards. Carried forward.

Action: N. Burt to link from Sustainability Office website to C & C green IT tips when uploaded. Completed.

Action: D. Taverner volunteered to contact Chartwell’s for stats. Carried forward.

Action: T. Rowe to send transportation survey results to ACS members. Completed.

Action: A. McDonald to send D. Haynes’ contact information to N. Burt who will forward to E. Bezzina. Completed.

Future Action Items

Action: K. O’Leary to contact G. Jones re giving a presentation on wind power and possible reductions on MUN hydro bills. Carried forward to Fall 2012 semester.

Action: T. Rowe to send revised ToR document (with MISU added) via e-mail to group for input. Carried forward. Document has gone to Kent Decker and will be distributed once his comments are received.

5.0 Updates/Actions

a) Committee structure: The committee is waiting on input from K. Decker regarding the new structure.

b) Waste Audit: MMSB/Harris Centre funding is being used to perform waste audits that will continue on campus for approximately one year. On March 8, during Sustainability Days, a mini audit was held. On March 28, an audit was performed at the dining hall. Results will be provided to Kent Budden and the MMSB who are considering options for composting in the dining hall. On April 5, another audit was held at the UC. The methodology for other buildings is being reviewed to determine if audits should be performed during the summer when there are fewer students.

c) Baseline Inventory: The baseline inventory documents should be ready in approximately one month. The first person to start the inventory left with only six weeks remaining in contract. Rob Viscout took over for the last 6 weeks and finished recording the data including calculating the carbon footprint of travel claims.

d) Sustainability Fund: See 6.0 Reports – Policies subcommittee.

e) Transportation survey results – Transportation survey results have been sent to all members of the ACS. MUNSU is currently in talks with the Sierra Club transportation committee to look at organizing a larger committee to look at all issues with transportation both on an off campus.

6.0 Reports

a) Paper and Recycling Subcommittee: A committee has been created to look at paper use of the Senate. In 2010/2011 Senate had eight meetings and used 91,000 sheets of paper. A survey was sent out to members of the Senate and 38
responded that they would opt out of paper copies and use electronic versions. In addition, the records management policy which is being revised might contribute to reduced paper use campus-wide.

b) **Sustainable Infrastructure Subcommittee**: T. Rowe started by updating the ACS on the recent passing of Robert Guthrie, a member of this subcommittee who was committed to sustainable practices in the development of new buildings on campus. Consultants have been hired to determine credits needed for the new residences to be LEED silver certified. If there are less than the 33 points required to be LEED silver, the buildings will still be as sustainable as possible. **ACTION:** T. Rowe will check on if there are fountains in the new residences and will inform M. McCarthy. The new Faculty of Medicine building is also targeting LEED silver. One way to obtain an extra credit is with green cleaning products. MUN (who has adopted green cleaning procedures) will not be cleaning this particular building. Eastern Health will be responsible and that organization has no green cleaning policies or procedures in place at this time. **ACTION:** M. McCarthy will contact Donna Ball to discuss if we should revisit having a green cleaning policy. There was a discussion about the challenges of obtaining LEED certification in our area because it’s harder to reach the minimum requirements in our province. One example is that points are gained for buying supplies locally (within 100 km) which is challenging in Newfoundland and Labrador.

c) **Policies Subcommittee**: No update on the purchasing policy review. No word on when consultations will take place. Grenfell’s Environmental Policy Unit also made a submission to the purchasing policy committee. The Sustainability Fund is still being researched and developed including implications with Revenue Canada.

d) **Marine Institute Sustainability Committee**: This committee met in March. They have a clean-up planned for Holyrood Beach and also on campus. They discussed the possibility of doing their own waste audit and will make many forms available electronically for this coming fall. Members of this committee have shown interest in setting up a community garden, but have run into issues with the lack of space available. Composting is being considered for cafeteria waste through the by-products plant which is composting now.

e) **Vice-President’s Advisory Committee on Sustainability (Grenfell Campus)**: T. Rowe mentioned that they are considering a community garden as well.

f) **GSU**: No update.

g) **MUNSU**: M. McCarthy was on CBC yesterday to discuss issues with bottled water and is going to a youth climate change conference in Washington next week. MUNSU received positive feedback from Sustainability Days events such as the Farmers Market and Waste Audit. Members have been giving sustainability presentations to future MUN students. M. McCarthy announced that this would be her last ACS meeting as she was not re-elected to the board of MUNSU, but will stay on the subcommittees. J. Lokash thanked her for all the hard work she’s put in while on the ACS.

h) **C & C**: The C & C Sustainability Committee is currently looking at changing many paper forms to electronic. They have modified the CPC requisitions to use half the paper and are looking into developing an electronic process for new email account requests. They have changed their internal flex time management system from a paper-based system to electronic and are currently in talks with HR to make the same available to all depts. and also to expand the system to include other leave requests.

i) **Project Green**: J. McLean was not at this meeting, but T. Rowe provide update that he’s almost completed the MUN Sustainability Guide and announced that the bi-annual Dump & Run is being held this week.

j) **Community Garden**: The Community Garden Board of Directors has been meeting weekly. There are two expert gardeners on the board who are currently planning workshops to be held throughout the summer. Deadline to apply for plots was March 25 and they received 95 applications by that date. The board is currently developing agreements that garden members will be required to sign. Mid-June is the target date for the grand opening of the garden and Home Depot and the local media will be invited to this event.

7.0 New Business

a) **CEP hybrid**: T. Rowe announced that Campus Enforcement has recently purchased a hybrid vehicle for their fleet.

8.0 Events/Announcements

a) **International Music Conference in July**: K. Szego is organizing a music conference to be held this coming July. Members of the organizing committee are very interested in making this a green conference, but have been facing many challenges.

b) **Oxfam conference**: The Oxfam conference will be held in May and is keeping sustainability at the top of their list when making all decisions. Meals will be off campus to avoid the expensive option of using Chartwells.

**Next Meeting:** May 10, 2011 in the Board of Regents boardroom (A2029).