Minutes - Advisory Committee on Sustainability  
Tuesday, April 13, 2010  9:30 am  Location: Beatrice Watts boardroom (IIC2014)

Attendance: Nancy Burt, Paula Corbett, Austin Critch (Facilities Management alternate), Bill Hearn (C & C alternate), Patricia Howse (Project Green alternate), Danielle Jeddore, Jennifer Lokash, Arlene McDonald, David Pippy (Registrars Office alternate), Kate Reid-Shute, Toby Rivers, Toby Rowe, Abigail Steel, Bob Walsh.


Chair: Abigail Steel   Minutes: Nancy Burt

1.0 Call to order and welcome: 9:30 am

2.0 Review/Revise Agenda: T. Rowe requested removing Cell Phones from Updates/Actions and adding Green Report Card, and adding water conservation to New Business.

3.0 Approval of minutes: March 9, 2010: approved (T. Rivers / P. Corbett)

4.0 Action items from previous meeting:
Action: T. Rowe to set up a meeting with Health and Safety concerning using New Alta to collect batteries (other than rechargeable). Carried forward.
Action: T. Rowe to contact other departments to determine if interested in participating in Green Report Card. Carried forward.
Action: T. Rowe will send out invitations to students chosen for subcommittees. Carried forward until fall semester.
Action: F. Wall will look into sending a draft report to the Buildings Subcommittee, and they will discuss drafting a letter of support to be sent to Darrell Miles. Completed
Action: K. Aubrey will modify letter on file and send to D. Miles, K. Decker, C. Burke and L. Walker in support of LEED certified residences. Carried forward. K. Aubrey drafted letter. T. Rowe hasn’t had the opportunity to look it over as of yet.
Action: K. O’Leary to contact G. Jones re. giving a presentation on wind power and possible reductions on MUN hydro bills. Carried forward.
Action: T. Rowe to speak with Donna Ball, Senior Policy Analyst re MUN Water Pledge and potential of it becoming policy. Completed
Action: M. Krishnapillai to send list of ideas from PACS to T. Rowe. Carried forward.
Action: T. Rowe to get more information on the software that CONA has purchased to allow computers to be turned off after hours. Completed.

5.0 Reports
a) Paper and Recycling subcommittee: P. Corbett stated that the paper and recycling subcommittee has decided to use D2L for their correspondence, meeting minutes and discussions. T. Rowe provided update on rechargeable battery recycling program and that none have been received to date. There was then a discussion about the fact that most batteries are non-rechargeable and that there should be a Newsline sent out to promote the purchase of rechargeable batteries whenever possible. P. Corbett explained that the Sustainability Office has a MUCEP student focusing on a project to visit offices to document their paper use and reduction. T. Rowe stated that the MUN paper contract is now with PaperHouse and that the recycled content paper is more expensive than on the last contract. J. Lokash said that the committee that sets up the Pratt lectures was horrified at the cost of real glasses and jugs of water that they ordered recently. T. Rowe mentioned that she is planning to have a follow up meeting with Chartwells on various issues. A. Steel suggested inviting Chartwells to an ACS meeting to discuss their initiatives. Action: T. Rowe to invite Chartwells representative to ACS meeting to discuss their sustainability initiatives at MUN.

b) Buildings subcommittee: T. Rowe updated that they discussed changing the name of the committee to better reflect its work and are reviewing the Terms of Reference. T. Rowe also explained F. Wall’s proposal to implement water conservation measures on urinals and that the discussions have been about whether they should be sensored all at once, or
as they need service. T. Rivers is drafting a letter to be sent in support to D. Miles. T. Rowe mentioned that an employee of central utilities annex and others have suggested purchasing a portable water meter to measure water use on campus.

c) Policies subcommittee: T. Rowe stated that she is investigating the possibility of MUN committing to become an Energy Star university. T. Rowe is planning to meet with D. Ball (Sr. Policy Analyst) to discuss turning the water pledge into a policy. T. Rowe also spoke about having criteria listed (e.g. energystar, installation with default doubleside) on the next Xerox contract.

d) Marine Institute Sustainability Committee: A. MacDonald stated that they last met on Mar. 23 to decide what ideas to pursue. These include converting as many admin forms as possible to electronic format, to set up and encourage carpooling, and also to internally promote awareness of their Sustainability Committee to aid in recruiting new members. They also have students from the Marine Environmental Programs doing research on on-campus composting, and have been discussing gardening on campus with students and Pippy Park.

e) Principal’s Advisory Committee on Sustainability – SWGC: no update.

f) Project Green: P. Howse announced that the Dump and Run community yard sale is happening next week and that any items left unsold will be stored in Hatcher House until students return in September. Action: T. Rowe to send out Newsline to employees for donations to the Dump and Run sale.

P. Howse also stated that Project Green will be condensing their Sustainability Guide this year and also that they are planning a butterfly garden outside the Chemistry building.

g) MUNSU: no update.

6.0 Updates

a) Action Plan: D. Jeddore updated that the subcommittee has met twice since organizing and that they have started the plan and so far have six objectives with goals under each. They hope to have a draft for the next ACS meeting in May. A. Steel suggested document be shown at next ACS meeting on a projector.

b) Water Pledge: T. Rowe stated that a memo has been sent to Deans and Directors suggesting they not order bottled water for campus events. Also that she has been told that there are two new fountains on the fourth and fifth floors of the Health Sciences Centre. P. Corbett suggested one should be put on the second floor outside the nursing and med. school as there are only labs on the fourth and fifth floors so most employees have no reason to go up there. D. Pippy said there is a new fountain in The Works, but it has no spout for filling water bottles.

c) Water Fountain Survey: T. Rowe provided update on fountain survey spreadsheet being completed by two MUCEP students from the Sustainability Office and that temperature will need to be taken again during warm summer months to get a true picture of chiller capacities.

d) Transportation Surveys: T. Rowe stated that two transportation surveys are now online and will close for input on April 23, 2010. There is two versions: one for staff/faculty and SIE’s, the other for students.

e) Community Garden: T. Rowe stated that the Senior Executive Committee approved the garden in principle and has requested a proposal. The group hopes to meet with Chris Baird (horticulturist, Fac Man) and representative from Botanical Gardens to discuss the possibility of utilizing the area behind Spencer Hall.

f) Green Report Card: T. Rowe investigated Green Report Card was notified that is still time to apply so she will investigate further. Action: T. Rowe will set up meeting with MarComm, Student Recruitment and Kent Decker regarding the Green Report Card application.

7.0 New Business

a) SWASP: T. Rowe stated that the SWASP position in the Sustainability Office was advertised prematurely and is getting interest, but she has not yet applied to the program.

b) Science Horizons: T. Rowe explained that she is considering applying for a full-time position lasting for six to eight months.

8.0 Events/Announcements


9.0 Next Meeting: May 11, 2010