Minutes - Advisory Committee on Sustainability
Tuesday, June 14, 2011  9:30 am  Location: Board of Regents boardroom (A2029)

Attendance: Nancy Burt, Peter Earle, Becky Graham (invited guest from GSU), Bill Hearn (C & C alternate), Toby Rivers, Toby Rowe.


Chair: Toby Rowe  Minutes: Nancy Burt

1.0 Call to order and welcome: 9:30 am

2.0 Review/Revise Agenda:  Add waste audit and action plan to 5.0 Updates/Actions.

3.0 Approval of minutes:  May 10, 2011 minutes – not approved – no quorum.

4.0 Action items from previous meeting:

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

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

Action: T. Rowe will check on if there are fountains in the new residences and will inform M. McCarthy. Carried forward.

Action: M. McCarthy will contact Donna Ball to discuss if we should revisit having a green cleaning policy. Carried forward.

Action: J. Lokash to draft letter suggesting professors accept double-sided documents from students, and will also follow up with J. Carroll at the QEII Library re printers being defaulted to double-sided. Carried Forward.

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.

5.0 Updates/Actions

a) Waste Audit: T. Rowe outlined the waste audits already completed on campus and that another is planned for this July at the Childcare Centre. Once all data has been collected over the one year time frame, it can be determined where the focus should be. Diverting recycling from garbage should save the university money (with the right type of contract) because tipping fees at the landfill for recycling are less than for garbage. There was a discussion about how recycling works at other universities and also the issues with recycling on campus vs. at home.

b) Purchasing Policy: See 6.0 c) Reports.

c) Food Services Contract: T. Rowe explained that a researcher is meeting with the university community over the summer and fall of 2011 to compile the issues that people have with Chartwell’s and what can or should be changed in the next contract. B. Graham attended one session and outlined some of the input the researcher received. Some suggestions were to request more local and vegetarian options, reduced packaging, and if there should be a separate contract for catering. Another suggestion was that if a policy changes during a contract, the company awarded the contract should be required to honour the changes.

d) Action Plan: T. Rowe requested volunteers to assist with the ACS Action Plan. Action: T. Rowe to send out e-mail requesting volunteers to work on the Action Plan.

6.0 Reports

a) Paper and Recycling Subcommittee: No meeting last month – will recruit ACS members to work on this subcommittee in September 2011.

b) Sustainable Infrastructure Subcommittee: No meeting last month – waiting on replacement for Robert Guthrie to be on this subcommittee. There have been very preliminary discussions about the Business building expansion and if it will be a new building or renovations to the current building.
**Action:** Toby Rivers to draft a letter concerning sustainable construction of the business building.

c) **Policies Subcommittee:** Met last week and discussed the food services contract consultations. Also discussed were the proposed revisions to the Purchasing Policy submitted by the ACS and the response back from the purchasing policy committee which was that the Sustainability Office should answer any questions on sustainability standards. This could be extremely time-consuming for an office with only two employees. Also discussed was how centralized purchasing could work.

d) **Marine Institute Sustainability Committee:** No update.

e) **Vice-President’s Advisory Committee on Sustainability (Grenfell Campus):** No update.

f) **GSU:** B. Graham explained that the GSU has set up a small garden plot behind Bitter’s Pub. For Fall Orientation, the GSU has purchased jump drives to give to new students containing information to “facilitate a sustainable culture”. T. Rowe asked if this information would be useful to undergraduate students also. B. Graham said it would.

g) **MUNSU:** No update.

h) **C & C:** B Hearn stated that the C & C Sustainability Committee has been meeting regularly to discuss such initiatives as changing hard copy forms to electronic versions and also options for disposing of e-waste. The committee is also planning to meet with Human Resources to discuss the possibility of transferring many of the HR forms to electronic versions over time. The example he provided was flex-time management, which is currently an internal C & C web-based system, to possibly go campus-wide. As of January 2013 the new Banner HR System should be in place which would provide paperless pay stubs for all employees, online access to more information, online leave approvals and reports.

i) **Project Green:** No update

j) **Community Garden:** T. Rowe stated that all plots have been allotted and gardening has begun. The Grand Opening is planned for August 10 during Meet Memorial.

7.0 **New Business** – no new business.

8.0 **Events/Announcements**

a) **Eco-label webinars:** Focusing on purchasing standards will be held on June 16 at 2:30 p.m. and June 17 at 3:30 p.m.

b) **Community Garden Grand Opening:** Will be held on August 10, from 10 a.m. to noon.

**Next Meeting:** July 12, 2011 in the Board of Regents boardroom (A2029)