Meeting - Advisory Committee on Sustainability
Meeting Minutes

Tuesday, **February 12, 2008** 9:30 am
Location: Board of Regents room

**Members in attendance:**
Wolfgang Banzhaf, Paula Corbett, Peter Earle, Chris Hibbs, Josh Lepawsky, Jennifer Lokash, Kevin O’Leary, Shelley Pardy (Sustainability Coordinator), Abigail Steel, Kati Szego, Dwayne Taverner, Dennis Waterman

**Regrets:**
Paul Barnable, Adam Courage, Kent Decker, John Drover, Kelly Hawboldt, Gerri King, Charmaine Penney, Katie Temple

1.0 **Call to Order**
Kati Szego called the meeting to order at 9:40am

2.0 **Approval of Minutes of January 8, 2008**
**CARRIED OVER:** To March 08 meeting as January minutes are currently incomplete

3.0 **Action Items**
Action items from Jan.08/08:
**CARRIED OVER:** Shelley has appointment next week with Image Services to discuss small changes to mobius strip logo.
**Completed:** Dr. Diana Livermans full travel refund request was granted. The carbon offset she told us she included must also have been covered although it wasn’t clearly identified in her travel request and perhaps was part of her overall flight costs.
**Completed:** The Western Newfoundland Model Forest (WNMF) is attempting to set-up a carbon offset program to benefit the organization. The current emphasis of the planned WNMF carbon offset program is to offer offsets to travelers who go through Deer Lake International Airport but is hoped that it will not be exclusively tied to that one airport. WNMF Project Coordinator Sean Dolter will keep MUN Sustainability Coordinator aware of any progress made on this proposed program.
**Completed:** Membership to the Atlantic Chapter of the Canada Green Building Council are open to individuals only and not groups. The MUN Sustainability Coordinator is now a member as are several members of the ACS Buildings subcommittee.
**CARRIED OVER:** Shelley will look into the cost and benefits of MUN joining the Association for Advancement of Sustainability in Higher Education (AASHE).
**Completed:** Shelley did send the Taillores Declaration to ACS members
**Completed:** Shelley has a meeting soon with Kent Decker to discuss, among other things, MUN signing the Tailllores Declaration.

4.0 **On-going and Current Initiatives Update**
Shelley gave verbal report of updated items from ‘Sustainability Initiatives’ document.
ACTION: Shelley to inquire (verbal or memo) with Kent Decker regarding status of new residence buildings and LEED status.
ACTION: Shelley to draft a letter on behalf of ACS to send to Kent Decker and/or Senior Executive Committee to request financial support to hire a person to produce a Campus Sustainability Assessment Framework (CSAF) for the MUN St. John’s campus.
ACTION: Shelley to invite Phil Smith of Campus Enforcement and Patrol to the next ACS meeting to discuss sustainable transportation on campus including carpool parking.

5.0 Sub-committee reports
5.1 Paper & Recycling
- Burton’s Pond Apartments to have a beverage container recycling program by end of week. Blue bin in each apartment with drop-off/storage in large bins in Corte Real. Pick up once a week by Ever Green Recycling or as needed.

- MUCEP student working on PaperCut again this semester, though only ½ time (40 hours for term). Response going well. Also hoping to create ‘Better Side Notebooks’ from one-sided paper and to sell cheaply to students. Possibly will do this through Students for Sustainability.

- Next meeting an update from Marine Institute.

- Jennifer & Kati are working with major paper distributors on campus (ex: Library, MUNFA, etc) to switch to primarily email communications.

5.2 Policies
- Drafted a memo re: carbon offsetting as legitimate travel expense, to be approved by ACS and sent to Kent Decker.

- Request to put ACS documents & related on a server for all ACS & subcommittees to access.

- Determined order of operating for policies subcommittee:
  - Create Sustainability Framework
  - Create order of priority of policies
  - Draft policies
  - Complete consultations
  - Submit to Policy Oversight Committee

- Draft of Sustainability Framework for discussion & approval at ACS

5.3 Buildings
- Terms of Reference ready but due to low attendance at recent meeting postponed voting.
• Need more members, and of varied background, on subcommittee. Possibilities include: students, arts or underrepresented units at MUN, external to university with ‘buildings’ experience
ACTION: Shelley to email ACS and others with invitation to join buildings subcommittee.

• Would like update of status of new residence buildings project in relation to LEED and request for monies from provincial government

5.4 CSAF
• Nothing new to report. Same as action item above (under 4.0) recommend that a temporary contract employee is hired to conduct the CSAF at MUN.

6.0 Old Business
6.1 AASHE recommendations
CARRIED OVER: Until March ACS meeting

6.2 Discussion of Carbon Offsetting & proposal from Policies subcommittee
ACTION: Shelley to edit memo and circulate to ACS via email

7.0 New Business
7.1 Discussion of Framework of Sustainability, from Policies subcommittee
ACTION: Shelley to rewrite/wordsmith current proposed sustainability vision, mission and mandate and send to it ACS via email by Feb.15 for review and final comments by Feb.22.

7.2 Sustainability representatives/contacts in departments/units
ACTION: Shelley to obtain list of all departments/units to cross-reference current ACS and subcommittee members and to compile, and inquire, where a new sustainability representative/contact could be identified.

8.0 Announcements
- Students for Sustainability is a group consisting primarily of student groups and organizations but also including community groups who are working together to promote sustainability issues on campus. To join the listserv to learn of meetings and activities please email hansnf@gmail.com and ask to be put on the sustain@munsu.ca list.

- A Sustainability Week will be observed on campus Mar.24-28 and is being spearheaded by the Students for Sustainability Group. Shelley is working closely with them on this.

- Green Drinks St. John’s occurs the last Wednesday of each month from 7-9pm at The Ship. The next Green Drinks is Wed. Feb.27th from 7-9pm

9.0 Next Meeting
Tuesday, Mar.11 from 9:30-11:30am in the Board of Regents room.