Advisory Committee on Sustainability  
Meeting Minutes  
Date: April 14, 2009  
Time: 9:30 a.m.  
Location: A 2029  

Attendance: Kris Aubrey, Paula Corbett, Adam Courage, Shannon Dawson, Josh Lepawsky, Kevin O’Leary, Toby Rowe (Sustainability Coordinator), Dennis Waterman  
Regrets: Wolfgang Banzhaf, Kent Decker, John Drover, Peter Earle, Rhea Hutchings, Gerri King, Mano Krishnapillai, Jennifer Lokash, Meghan Mitchell, Melissa Penney, Toby Rivers, Peter Smith, Abigail Steel, Dwayne Taverner, Bob Walsh, Andy Woolridge  

Chair: Josh Lepawsky (as requested by the co-chairs)  
Minutes: Toby Rowe  

1.0 Call to Order and Welcome  
9:35 a.m.  

2.0 Minutes  
March 10/09 minutes reviewed. No quorum.  
Action: March 10/09 minutes to be approved at next meeting.  

3.0 Action Items from March meeting  
Action: T. Rowe to notify T. Rivers of the next meeting of the Buildings Subcommittee. Carried forward  
Action: D. Waterman to forward Grenfell’s draft letter to president re Talloires to T. Rowe. Not completed – see explanation below.  
Action: T. Rowe to contact groups interested in Talloires to confirm if they will sign on to letter to president. Not completed.  
Letter from Grenfell committee was sent to president prior to T. Rowe seeing the draft therefore she did not contact other groups to sign on. She sent an email to the president on behalf of the ACS in support of Grenfell’s request to sign Talloires Declaration.  
Action: ACS to draft a letter of support for EHSSI’s initiative and determine who to send it to. Carried forward  
Action: T. Rowe will distribute Sustainability Week schedule to ACS. Completed  

4.0 Sub-committee Reports  
Paper and Recycling (P. Corbett/ T. Rowe)  
Minutes available  

Policies (J. Lepawsky)  
The subcommittee reviewed the draft “Rationale for a Sustainability Charter” and suggested some revisions. The “Charter” has been renamed “declaration”. T. Rowe brought the draft declaration and accompanying rationale to Kent Decker who will bring it to Dr. Campbell for review.  

Buildings  
No meeting since last ACS meeting.  
Action: T. Rowe to schedule buildings subcommittee meeting this week.  

Campus Sustainability Assessment Framework (CSAF) (T. Rowe)  
No meeting since last ACS meeting.  
Campus Assessment: Geography 2302 is continuing work on data collection. T. Rowe and Kelly Vodden (professor) will be reviewing reports. T. Rowe would like to meet with all staff contacted by students to provide data for indicators to assess the project and discuss how to improve in the future.  

5.0 Updates  
Marine Institute: (A. Courage)  
MI committee has had two meetings, one of which T. Rowe attended. Ideas for projects include: paper, cafeteria, e-waste, water issues.  


SWGC (D. Waterman)
- Principal’s Advisory Committee on Sustainability has about 12 members as well as representatives from Centre for Environmental Excellence and College of the North Atlantic.
- Energy Performance Contract scheduled to begin in fall
- Other ideas: solar panel pilot project, composting
- T. Rowe to attend planning session on May 4.

EHSSI: (J. Lepawsky)
Steering committee members were planning to meet with deans/heads of departments to discuss EHSSI’s report. J. Lepawsky met with Dr. Tremblay. There may be support for teaching buy outs to help someone develop strategic plan.

Project Green: (T. Rowe)
Dump and Run yard sale is this weekend at Hatcher House

Staffing (T. Rowe)
Office space: Sustainability Office needs space for a temporary staff person.

Water survey (T. Rowe):
T. Rowe has worked with Sharon Pippy of Centre for Institutional Analysis and Planning to finalize the survey. This version is directed toward staff and faculty, and not students. T. Rowe asked for volunteers to pretest the survey. Sharon Pippy will also distribute it to some people in her office for comment.

Travel Policy
T. Rowe met with Kent Decker, Bruce Gorman and Donna Ball re changes to travel policy and creating a way to contribute to a sustainability fund for MUN. T. Rowe mentioned that they had discussed making it an allowable expense and voluntary contribution. D. Waterman said he thought the decision (SEC) had previously been made to have it as a mandatory contribution.
Action: T. Rowe to determine if decision was already made by SEC that contribution to sustainability fund be mandatory.
Action: T. Rowe to suggest to Bruce Gorman, who is on Travel Policy Working Group, that the contribution to sustainability fund be mandatory part of travel claim.

Communications (T. Rowe)
S. Dawson mentioned that there should be more communications around building activities on campus. T. Rowe said she would discuss with Darrell Miles, however much of this is outside of sustainability and Facilities Management should be contacted by Marcomm directly.

6.0 New Business
New Faculty of Medicine building (K. Aubrey and P. Corbett)
Construction is due to start late fall. Dean is supportive of building having sustainable features.
Action: K. Aubrey to draft letter concerning new Faculty of Medicine building and the need to consider sustainability in the design and construction.
Action: T. Rowe to get more information on status of Faculty of Medicine building.

7.0 Events/Announcements
- A Sense of Wonder: film about Rachel Carson, May 4, 09, 7 pm INCO
- Earth Day April 22

8.0 Next Meeting: May 12, 2009