Meeting - Advisory Committee on Sustainability
Meeting Minutes

Tuesday, **January 8, 2008** 9:30 am
Location: Boardroom, IIC-1004

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

**Regrets:**
Paul Barnable, Adam Courage, Kent Decker, Kelly Hawboldt, Gerri King, Ivan Muzychka

1.0 Call to Order
Kati Szego called the meeting to order at 9:35am

2.0 Approval of Minutes of December 11, 2007
Minutes approved, accepted unanimously.

3.0 Action Items
Action items from Dec.11/07:

5.0: Once ACS determines a logo a defense for its creation and use will be prepared and submitted to Victoria Collins of Marketing and Communications. If it is approved we will then be allowed to use the logo.

7.0: Sustainability website link ([www.mun.ca/sustain](http://www.mun.ca/sustain)) sent to ACS members

4.0 On-going & Current Initiatives Update
Verbal report of updates:
- regarding LEED letter, Keith Hiscock made attempt to contact John Drover to discuss what resources estimated to go from LEED certified (bronze) to silver, as the costs to attain LEED silver are higher than anticipated.
- Shelley gave verbal updates of other items she has been working on.

5.0 Presentation of possible ACS/SO logo’s
Of the logo’s presented during the December meeting the ACS chose the mobius strip as the preferred logo. It was determined to ask Image Services to produce draft logos with the following changes made, and from there the ACS would chose one to be the logo of the ACS & Sustainability Office:
- with and without leaf image
- with and without shading
- with each colour (blue, green, burgundy)
- with three different shades of green (not same green used previously)
**ACTION:** Shelley to contact Image Services to see if new draft logos with these changes can be made.

6.0 Sub-committee reports

6.1 Paper & Recycling
- Developing sustainability messages or tips to send through Senior Administrators Group or to students through Student Web.
- Attempting to have someone from HR attend a meeting to discuss ways to promote paperless pay stub option.
- Working on ways to encourage large paper users on campus (Library, MUNFA, etc) to send notices via email.
- PaperCut (paper reduction) campaign is going well with plans for Winter Semester.
- Beverage Container recycling is going well with increases from last year due to new bins and process in Paton College residence. Plan for Winter Semester is to set up a beverage container recycling system for Burtons Pond Apartments.

6.2 Policies
- Report of other universities sustainability policies from grad student contract recently submitted and will guide work of subcommittee in the coming months
- Seeking members from SWGC but so far no luck.
- Group recommends MUN signing Talloires Declaration and offsetting carbon produced by travel, primarily airplane travel.

6.3 Buildings
- Working on a Terms of Reference. Members external to MUN will be Ex Officio members.
- The group will apply for membership to Atlantic Chapter of Canada Green Building Council.
- LEED workshops are upcoming that would be a great opportunity for members to attend.

6.4 CSAF
- Nothing new to report

7.0 New Business

7.1 Carbon Offsetting
- **ACTION:** Shelley to learn if MUN paid to offset the carbon of Dr. Diana Livermans travel, as she included it on her expense claim form.
- A memo should be written from the ACS supporting that if carbon offsets are a recognized travel expense at MUN that money should go to specific fund. It is desired that money stay within the university, within the province, or within the
region. **ACTION:** Shelley to contact the Western Newfoundland Model Forest to learn if they have an offset program.

- It was agreed that MUN must first reduce, or attempt to reduce, the amount of air travel currently taken to ensure that it is necessary. If travel is not reduced to only that which is absolutely necessary then instituting a carbon offset program is akin to ‘guilt offsetting’. Must first reduce travel to that which is necessary and then offset the remaining necessary travel.
- It is noted that reducing travel may be counteractive to research or the workings of the university so it is imperative that there is a differentiation between ‘necessary’ and ‘unnecessary’ travel. There could be a policy that forces people to look at alternatives such as videoconferencing.
- This matter is referred to the policies subcommittee of the ACS. The policies subcommittee could also look at what is required to set-up an offsetting program in which the monies stay within the university and where within the university this would be, given that offset money must offset emissions.

7.2 Canada Green Building Council (CaGBC) Atlantic Chapter
- Only individuals, and not groups, can join the Atlantic Chapter of the CaGBC. **ACTION:** Shelley will ask Darrell if it is acceptable if the Sustainability Coordinator position join the CaGBC Atlantic Chapter.

7.3 Association for the Advancement of Sustainability in Higher Education
- There is a cost associated with joining and the benefits are unclear. **ACTION:** Shelley will look into this more and will make recommendations to the ACS.

7.4 Taillores Declaration
- **ACTION:** Shelley will send around the Taillores document again to the ACS
- **ACTION:** Shelley will speak to Kent Decker about this. The ACS determined it would be a good “photo op” for the new president.

8.0 Announcements
- The revamped sustainability website ([www.mun.ca/sustain](http://www.mun.ca/sustain)) is up and running
- A new page on the website for weekly Green Tips is made and will be promoted through today.mun.ca once up and running.

9.0 Next Meeting
February 12, 2008
9:30am
Board of Regents room