**Sustainability Affairs Committee Meeting Minutes of March 5th, 2015**

1. CALL TO ORDER: Chair **Shallcross** calls meeting to order.
2. ROLL CALL

Present Members Absent Members Guests

Abhilash Goyal

Bill Nguyen

Ryan Tayahua

Mercedes Ruiz

Reann Pacheco

Huitzi Herrera

1. ACTION ITEM **- Approval of the Agenda**

**Motion: (Nguyen) to approve the agenda.**

**Motion carries.**

1. ACTION ITEM – Approval of **June 5th, 2014 Minutes**

**Motion: (Ruiz) to approve the June 5th, 2014 minutes.**

**Motion carries.**

1. PUBLIC COMMENT - **Public Comment is intended as a time for any member of the public to address the committee on any issues affecting ASI and/or the California State University, East Bay.**

No Public Comment**.**

**New Business**

1. INFORMATION ITEM: **Welcome to the Sustainability Affairs Committee**

Chair **Shallcross** addresses the following:

* This committee will mainly focus in two things, Sustainable Food Project and Earth Day
* **Ruiz** asked if it would be possible for other topics/events to come up.
* Chair **Shallcross** states that Sustainable Food Project and Earth Day are the only events that she is focused on but she welcomes any other suggestions or opinions and she will be willing to look into those.
* **Pacheco** asked if Chair **Shallcross** would be needing help with the Sustainable Food Project.
* Chair **Shallcross** states that she will be needing help with that. She needs people to input data. She would like to come up with a resolution to pass to make sure that sustainable food is continued to be offered on campus.

**3:30**

1. INFORMATION ITEM- **Sustainable Food Project**

Chair **Shallcross** addresses the following:

* There are 3 parts to the Sustainable Food Project
  + First Part- Going through the velocity reports and invoice reports of Aramark and seeing how real or sustainable their food is. There are different categories that are going to be look at when going through the reports
    - Ecological
    - Economical – Fair Trade Products
    - Humane
    - Local & Community
* **Shallcross** states that she is working with the Real Food Challenge, which is a grassroots organization that is across the nation working with students working to have more sustainable food in colleges. They have a set of guidelines that the Sustainable Affairs Committee will be following.
* The Chancellor of the CSU system recently passed a sustainable policy that addresses all different kinds of sustainability. The one that Chair **Shallcross** will be focusing on is the Sustainable Food Service, “All campus food service organizations should track their sustainable food purchases. Such tracking and reporting will be grounded in the Real Food Challenge guidelines, or equivalent, with consideration to campus requested improvements. Campuses shall strive to increase their sustainable food purchases to 20 percent of total food budget by 2020.”
* The resolution that will be created will be making sure that CSU East Bay follows the Chancellor’s policy.
* Chair **Shallcross** has already started working in this project. She has a baseline survey that she got from Real Food Challenge and she has been working with Aramark. She has been meeting with the General Manager, Wayne Narine. He has made sure that Chair **Shallcross** gets the velocity reports and he has provided the information for the baseline survey and given access to data to see what real food is being purchased for CSU East Bay. Chair **Shallcross** does not know when she will be getting the velocity reports but she hopes that with everyone’s help the reports will get reviewed faster.
* **Nguyen** asked if there is any way that Chair **Shallcross** can contact them to find out an exact date of when the velocity reports will come in.
* Chair **Shallcross** stated that she just talked with Wayne Narine. They requested to get the velocity reports in February. It is a whole process that they have to go through that does not permit them to get the reports and send them out. Chair **Shallcross** will schedule another meeting with Wayne Narine to follow-up and get a set date.
* **Goyal** asked what Chair **Shallcross’s** time availability is so that they work with her in getting the reports done.
* Chair **Shallcross** said that she will be working around the committee’s time availability as well as Aramark’s time availability being that they cannot take the reports out of the

office. The time will have to be during the daytime because the committee has to be with Aramark when doing this.

* Chair **Shallcross** is also working with Aramark’s new marketing director. She will make sure that the Sustainability Affairs Committee gets all the reports needed and all the data needed as well.
* **Pacheco** asked if on the website you can see what other campuses are working on this type of project.
* Chair **Shallcross** states that there are other campuses involved with Real Food Challenge but that they really do not like to share all the information since students are working on it. Chair **Shallcross** has spoken with Wayne Narine and he stated that Aramark is working with Real Food Challenge. So Aramark is on board it is now a matter of getting all the details and data and setting a timeline. Chair **Shallcross** previously had a set month on when to work with the data but that changed because Wayne Narine send a request for velocity reports for another month not previously done before. Chair **Shallcross** would like to get the right months.
* **Goyal** asked if there has been anyone that has reached the goal that the policy stated.
* Chair **Shallcross** states that she is unaware of anyone that has reached the goal set on the policy.
* **Tayahua** asked that Chair **Shallcross** email the committee the Chancellor’s sustainable policy.
* **Nguyen** asked what the next step is after getting all the information for the survey done.
* Chair **Shallcross** states the next step would be going through the velocity reports. Aramark is a bit tricky being that they control the dinning commons, the Pod, and Greens to Go but they do not control the franchises. The franchises have set rules and regulations that they have to follow because that is what the company states.
* **Nguyen** asked if the fresh fruit at the Pod can be controlled.
* Chair **Shallcross** states that the fresh fruit at the Pod but not all the chips and sodas being that Aramark is a for-profit company so they will not take off what the students are really buying for something more expensive that students will not buy.
* **Nguyen** asked if the committee has to do any cost benefit analysis.
* Chair **Shallcross** states that the committee might have to but that she is working with someone who is an economics and business major that is not on the committee but is working with the project as well.
* **Tayahua** asked Chair **Shallcross** if she has looked into other companies for produce that Aramark can sell to.
* Chair **Shallcross** states that she has not, that that will be on following stage.
* There will be training where the committee will be trained how to do the inputting of invoices and the velocity reports. There will be a Real Food Challenge representative that will be helping with that

**17:15**

1. DISCUSSION ITEM: **Earth Day**

Chair **Shallcross** addresses the following:

* Earth Day will be Wednesday April 22nd, 2015
* Tabling on Earth Day
  + Pioneer for Change Interns
  + University Honors Program- They are having a Clothing Swap/Drive, where they are going to be collecting clothes weeks before and later allow students to pick on the day of the event what piece of item they want for free. Whatever clothing piece that is not taken will be donated to Salvation Army.
  + Sustainability Club
  + Environmental Health and Safety Department
  + PAW
  + Residence Hall Association – Help Our Planet Earth (HOPE)
* There will be a band playing. One of the bands being looked into is SHAKE YOUR PEACE! who ride their bike when playing. “They’ve created a new style of music called *Whup* – a celebratory dance music that combines: Afro-Latin rhythm, marching band percussion, bluegrass fiddle, gospel choir-style harmony, call & response, spirit invocation, and bandleader Gabe Dominguez’ own anarchistic take on the American folk and pop/rock music traditions.”
* **Nguyen** asked if there is any way to provide free parking on the day of the event in order for there to be a better turn out.
* Chair **Shallcross** stated that free parking will probably not be able to be provided but she will ask. She also stated that there will not be food at the event reason being that she does not want to host an event that people go to just for the free food. She would like for students to participate in the event to learn.
* Chair **Shallcross** stated that she received a donation of 200 reusable Starbucks cups from Aramark. Her plan is to have games in which people can win them.
* **Tayahua** asked if leading up to Earth Weeks can there be signs that highlight the sustainable aspects of campus.
* **Ruiz** stated that there was an idea to possibly put up questions on top of the signs that have the buildings name and that will get people to start talking. During Earth week the signs can be changed to include facts about the building relating to sustainability.
* Chair **Shallcross** states that she also has reusable posters from last year that can be used this year as well. She believes that laminating the questions is a great idea and that way they can reuse the questions for the following years.
* Chair **Shallcross** states that she also has a calendar of April where she would like to write down all the events that are sustainable and environmental based and also include social justice events. She will definitely highlight Earth Day so that people can come out and check it out.
* **Nguyen** states that he has been talking with his professor who is in charge of the sustainability club and he stated that his professor is willing to help out.
* Chair **Shallcross** stated that she is almost done formatting an email that will go out to all those participating on Earth Day and once she hears back from them she will formatting an agenda for the day and she will be forwarding all the information to marketing so that they can start making the posters and posting it up three days before the day of the event. She states that advertisement has not started yet but that she can give the committee the reusable posters and they can start putting those in each building to start getting people aware.
* Chair **Shallcross** asked if there is anyone from the committee that is good with social media so that they can create a page for the event, if not that she will see one of her contacts.
* Chair **Shallcross** states that there will be working sessions as the day of the event gets closer.
* **Ruiz** stated that she would like to do a Shift to Thrift campaign, where she would like to work with 25/25 and Eco Thrift and see if they can donate some stuff and have people model the clothes and show students the difference in price and how much they would save if they start shopping thrift. It is just an idea for now.
* **Nguyen** stated that he is an intern for the Sierra Club and asked Chair **Shallcross** if she would like them to table for Earth Day.
* Chair **Shallcross** states that that would be good but she would need to talk with External Affairs.

**34:00**

1. ROUNDTABLE REMARKS

**Nguyen**: How often are we going to meet up?

**Shallcross**: Meetings will be every other week.

**Nguyen**: Will you be sending out the agenda before the meeting?

**Shallcross**: Yes.

**Shallcross**: I will be creating a google doc so that people can input their schedules for next quarter so that I can determine what the best time for meetings next quarter is.

**Nguyen**: If anyone is interested in attending/joining Sustainability Club, we have meetings on Tuesdays at 12noon in Robinson Hall 219, conference room. My main project right now is to put composite and recycling bins around campus. We have more projects coming up. We are trying to get the bins for outside. The school’s trash contract end in June so we are trying to get all the information needed to present to the right people.

1. ADJOURNMENT

**Meeting adjourned at 12:40PM**

**Minutes reviewed by:**

**Director, Sustainability**

**Name: Ainsley Shallcross**

**Minutes approved on:**

**04-15-15**

**Date:**