

Campus Sustainability Committee Meeting
May 13, 2016

Agenda:

1. Introductions
2. Public Comment
3. General Updates
 - a. Awards
 - b. STARS
4. Task Force Updates
 - a. Communication
 - i. *Discussion:* Need help from the CSC to identify communication avenues that already exist at CSUEB and who manages these avenues.
 - b. Procurement
 - i. *Discussion:* Need help from the CSC to identify procurement best practices that already exist at CSUEB and a contact for each.
5. Climate Action Planning
6. ASI Student Appointee Process
7. AY16/17 Meeting Schedule
8. Closing Remarks/Comments

1. Introductions
 - a. Dr. Carolyn Nelson, Provost
 - b. Debbie Chaw, Vice President of Finance and Administration
 - c. Jillian Buckholz, Director of Sustainability
 - d. Jim Zavagno, Associate Vice President of Facilities Development and Operations
 - e. Brian Cook, Associate Vice President of University Extension
 - f. Dr. Dianne Rush Woods, University Diversity Officer
 - g. Martiza Penagos, Executive Director of Administrative Operations and Grants Management, Hayward Promise Neighborhood
 - h. Erik Pearson, Environmental Services Manager, The City of Hayward
 - i. Chien Wu-Fernandez, Assistant Superintendent of Student & Family Services, Hayward Unified School District
 - j. Dr. Karina Garbesi, Faculty
 - k. Dr. Vish Hegde, Faculty
 - l. Dr. Ryan Smith, Faculty
 - m. David Lopez, ASI President
 - n. Dr. Cristian Gaedicke, Faculty
 - o. Sylvester Donelson, Purchasing Systems Manager
 - p. Dr. Sherman Lewis, Professor Emeritus
 - q. Justin Smith, Student
 - r. Paris Winter, Diversity Coordinator
2. Public Comment

- a. There were no public comments
3. General Updates
- a. Awards - Cal State East Bay won two Sustainability & Energy Efficiency Awards from the California Sustainability in Higher Education Conference
 - i. The new Student & Faculty Support building received an award for new construction
 - ii. The “Solar Suitcases” course by Dr. Karina Garbesi and Dr. Helgren won an award for Sustainability in STEM
 - b. STARS - (Sustainability Tracking, Assessment & Rating System)
 - i. The Office of Sustainability student Sustainability Ambassadors are finalizing data collection for CSUEB. There will be a meeting to share these results in late June (possibly the 23rd or 24th).
 - c. The Office of Sustainability is hiring approximately 15 new student positions and will be accepting applications through May 20th.
 - d. The Office of Sustainability and the University Office of Diversity will be making a presentation, and hosting a workshop with CSUMB, at the California Sustainability in Higher Education Conference. Both will focus on the opportunities for collaboration between the Offices of Diversity and Sustainability. The conference will be held at CSU, Fullerton on June 25, 2016.
4. Task Force Updates
- a. Communication - Dr. Vish Hegde, Chair of the Communication Task Force reported that the committee had met and focused on a number of questions:
 - i. Defining sustainability.
 - ii. What communication avenues already exist so that we can consistently share issues, policies, procedures surrounding sustainability?
 - iii. Who is in charge of sustainability messaging?
 - iv. What topics can we discuss?
 - v. Identifying target audiences, key stakeholders, constituents.
 - vi. Finding engaging ways (such as trivia quizzes, op ed pieces) to communicate.
 - vii. Creating a schedule.
 - viii. Finding measurable ways to know if communication is effective.
 - ix. University Advancement Communications Representative - currently a standing member from Advancement has not joined the CSC. Jillian Buckholz noted that an invitation has been extended to Jeff Bliss.
 - x. *Discussion:* Need help from the CSC to identify communication avenues that already exist at CSUEB and who manages these avenues.
 - 1. Newsletters (such as LEEP or Academic Affairs)
 - 2. Massmail
 - 3. Website
 - 4. List Serve(s) (such as Office of Diversity, Academic Senate, ASI)
 - 5. Bay Sync
 - 6. Blackboard

7. Social Media

- x. It was strongly advised that the Communication Task Force contact Marguerite Hinrichs, Director of Student Life and Leadership, who manages a number of these lists and the social media components (such as Facebook, Twitter, Instagram, etc.)
 - xii. ASI President, David Lopez added that its board members are required to table at least once a week. They will also be adding suggestion boxes around the campus.
- b. Procurement - Sylvester Donelson, Purchasing Systems Manager and Procurement Task Force Chair reported that the Procurement Task Force met on May 4th and reviewed progress from previous meetings with a goal to establish best practices. The Committee determined that it is better to focus on *process*, not policy. He gave a number of examples of identified best practices:
- i. The Campus Marketplace - offers preferred green products. We would like to suggest that other eCommerce portals do the same.
 - ii. The CSC can work to establish new best practices
 - iii. We can get direction from the Chancellor's Office about best practices across the CSU
 - 1. A new Chief Purchasing Officer, Arun Casaba, has been hired at the Chancellor's Office
 - iv. We can work with the Procurement and Support Services Officers Association (PSSOA)
 - 1. Bob Todaro and Darrell Haydon worked with Jillian Buckholz to include CSU System Sustainability Policy language on procurement into the draft PSSOA by-laws
 - v. Centralization of purchases - like all computers through the IT Department
 - vi. A new Chief Purchasing Officer, Arun Casaba, has been hired at the Chancellor's Office
 - vii. *Discussion:* Need help from the CSC to identify procurement best practices that already exist at CSUEB and a contact for each.
 - 1. Dr. Karina Garbesi said that she had some information about information that has come as a result of the research done by STARS - (Sustainability Tracking, Assessment & Rating System) because they have been working with Erin Brewster, Sustainability Program Manager, Plant, Energy, Utilities with the Chancellor's Office. She will share this information in the CSC shared Google Folder. One easy accomplishment is to begin using 'Energy Star' products.
 - 2. Jim Zavagno raised a pragmatic example of the complications that can arise from incorporating sustainable interests in projects. He gave the example of the construction of the new Student & Faculty Support building. Steel was imported internationally because it was deemed less expensive, cost-wise. However, no

consideration was given to the wider “carbon footprint” or environmental impact in that decision. Dr. Garbesi raised the issue that terminology such as “carbon footprint” can become problematic since that traditionally means specifically clear-cutting of a forest and is not interchangeable with environmental impact.

- c. Climate Action Planning - Justin Smith, a student in the Environmental Studies course working on climate action planning gave a presentation on the class' progress (presentation is in CSC shared Google Folder)
 - i. To summarize, President Morishita initially signed a Climate Action Plan in January of 2015 with a commitment to complete a Climate Action Plan by January 2017. Through the course of a study conducted by Dr. Garbesi's Environmental Studies course, it has been determined that travel, mainly commuting, is the biggest contributor to CSUEB's greenhouse gas emissions. Reductions may occur naturally as technology in transportation (personal vehicles, etc.) continues to improve.
5. AY16/17 Meeting Schedule - Jillian said that we would anticipate a next meeting in the Fall, but will not set the date for Summer due to many faculty being off campus at this time.
6. Closing Remarks/Comments - no further comments.