

**Sustainability Environmental Action Committee
Meeting Agenda, February 7th 2017
Emeritus Room, 12:00-1:00pm**

Meeting Minutes

(Present: Brock Rasmussen, Rosa Castillo, Heather Peebles, Pam Newsome, Nate Lutz, Sarah Peterson, Greg Talmo)

1. **2/7/17** - Heather gave a brief explanation about the NACUBO sustainability poster competition. Rosa presented visual examples of posters from last year from surrounding schools through the meeting PowerPoint presentation. Heather added that these were posters specifically were organized well visually and graphically. Pam informed the committee that the posters are displayed at the NACUBO Conference each year in rows, and having great visuals are important to stand out. The conference is being held in Minneapolis this year. Rosa and Brock discussed the deadline for submitting the poster for this summer, and how the data and design will can carryover in a visit with Arlene Birt's Entrepreneurial Studies class.

2. **2/7/17** - Heather informed the committee that RecycleMania 2017 is underway, from February 5th until April 1st. Heather will print a RecycleMania banner for the MCAD Bistro. She discussed the idea of providing students, staff, and faculty with sheets that say "I COMPOST / I RECYCLE BECAUSE" that can be filled out and posted around the campus. Sarah later suggested a possible collaboration with The People's Library for printing materials and ideas, given the "A Pressing Matter" show in MCAD's Main Gallery where they have been printing posters about social issues. The committee discussed reaching out to Kerry Morgan, MCAD's Gallery Director to confirm the duration of the show.

3. **2/7/17** - Rosa updated the committee about our pursuit of the AASHE STARS program, and that there are many spreadsheets as guidance for completion that can possibly be translated to projects for students. Sarah added that there are a multitude of resources on the AASHE website for student engagement that could be more beneficial than utilizing the data spreadsheets. Pam inquired about an estimated duration, given the work that Sarah is doing with STARS at Hamline, for completing the STARS program from start to finish. Sarah let the committee know that the University of Minnesota Morris is a good institution to follow on this, and estimates that it could take about a year. Based on the spreadsheets, it could take from 200-400 labor hours to complete. Sarah upheld that establishing the baseline is the hardest for getting started with the process.
9/13/16 - Brock discussed AASHE's STARS (Sustainability Tracking, Assessment & Rating System™) report as a future goal to assess where the college is, across all fields, for sustainability and as a starting point for improvements that should be made. Rosa is researching participation.

4. **2/7/17** - Rosa informed the committee that both graduate assistants will be presenting the college assembly presentation at the Entrepreneurial Studies Town Hall on Wednesday, 2/8/17, with a focus on information and student engagement. After the

College Assembly, Rosa, Brock, and Heather were approached by both Stephen Rueff and Arlene Birt in the Entrepreneurial Studies (ES) department to bridge our efforts with the ES program. Additionally, in an upcoming class taught by Arlene Birt, Brock will provide both qualitative and quantitative sustainability information for student exploration. **11/29/16** - Heather discussed utilizing emails to department heads about sustainability to increase visibility and foster/facilitate interdepartmental support toward sustainable goals. Pam added that, if possible, it would be a good idea to present at the next college assembly, set tentatively for January 12th at 1:00 pm. Pam will ask the President's office if there is time available for this presentation at the next assembly.

5. **2/7/17** - Heather explained the concept of terracycling to the committee, including associated costs, benefits, and any potential incentives. Although Tom Milbrath could not attend the meeting, he informed Heather that there don't seem to be any incentives for implementing terracycling at this point. Brock described terracycling as a long-term goal, through an analogy the low hanging fruit versus high in a tree. The focus, first, should be to establish a clean waste stream before pursuing initiatives toward a zero-waste institution that are costly. Sarah inquired about our methodology for auditing our waste stream and how often we do audits. In Hamline's last audit in December, they discovered a high contamination rate. Currently, we view our contamination rates through reports by Waste Management. Nate inquired about the amount of compost created through the dorms. Brock explained that, at this time, it wasn't possible to know the specific dorm amounts, given that the compost gets combined from other areas of the campus before pick up. The committee discussed the current diversion rates at MCAD; out of 79 tons of combined trash, recycling and compost, 25 tons were diverted to recycling and 21 tons diverted to recycling for 2016. Pam suggested displaying these diversion rates on the intranet.
6. **2/7/17** - Heather informed committee that she published an article about LED Lights on the Sustainability intranet page and in the primary News section. She summarized the article, informing the committee that MCAD now has 100% LED exterior lights on campus. Greg inquired about any figures for electricity savings. Brock responded that we don't have exact, tidy figures but overall the college has saved money in the transition. The committee discussed specifics of exchanging lighting, with Brock adding that replacing the interior lights that are not LED was not as economically pliable now for savings. There are specifics about replacements to qualify for savings, such as replacing ballasts. Brock informed the committee that LED lights have more lumens than incandescent lights. **11/29/16** - Heather informed the committee that she met with Daniel Grue, MCAD's Master Electrician, the previous week to talk about the replacement of LEDs for exterior lights. From this interview, Heather will write an article to be uploaded to the intranet. **9/13/16** - Brock informed the committee that the college has nearly 100% LED lights versus none outside in 2009.
7. **2/7/17** - Brock informed the committee that Centerpoint, a natural gas company & Xcel Energy have a joint program that offers a free energy analysis of apartment buildings. He is thinking of taking this opportunity to assess the dorm buildings at MCAD to see if there's anything else we should be addressing.

8. **2/7/17** – Heather briefly discussed the delay with student club integration measures, as the list provided through Diane’s initiatives with the Bee Club featured non-MCAD students and graduated students. Pam suggested going through the Registrar to confirm students who are still attending MCAD from the provided list. **11/29/16** - Heather briefed the committee on her meeting with Diana Eicher and a freshman at MCAD who has interest in leading the Bee Club. In this meeting, it was suggested that we could facilitate an integration of student clubs. A first step in this process would be to send a survey out to students who’ve already expressed an interest in sustainability on campus. Pam talked about having projects at the forefront, such as the Edible Food Forest, to provide a clear framework of time commitment or assessment of capability for students to volunteer. For example, she talked about non-profits having problems getting volunteers because they can only commit to so much, so they switched to project-based models. The committee discussed other methods of gaging student interest and SEAC visibility through Town Halls, college assemblies, through Brett Smith, and the Stu Dent Facebook account. Brock agreed with the project-oriented idea and proposed that during weekly meetings with the graduate assistants, that they will come up with a list of 5 project ideas, especially for the upcoming semester. Nate let the committee know that Housing typically does not do any activities after the mid-point in the semester because students are too burned out, and it is something to consider. Rosa, Sarah, and Heather discussed integrating sustainability into the courses at MCAD so it’s a part of mandatory education. Sarah talked about getting a buy in at a higher level from within the college so that students know from the get go that MCAD cares about sustainability. Pam added that proper safety methods and sustainable products will only improve the health of students. **9/13/16** - In terms of the 2016/2017 highlighted goal to uplift sustainability initiatives across departments and leverage funds, Tom asked about specific methodology to evaluate the departments on sustainability. Heather discussed campus-wide surveys, the STARS program, and a longer timeline to build and obtain information. Brock raised concerns about introducing a survey that set goals the committee may not be able to achieve, and suggested to be cautious of the message of a survey.

Old Business

1. **11/29/16** - Rosa discussed the potential to screen documentaries related to sustainability at MCAD. Rosa contacted films directly, while discussing Sarah Petersen’s experience of screening films at Hamline (Changemaker Cinema), to ensure we can properly follow copyright laws and to assess the costs. Sarah discussed the potential of utilizing the library to screen any films already owned under academic usage or through interlibrary loan. Steven affirmed that copyright laws would only be an issue if we advertised the screening externally, and to look to student groups as an example. He added that Cindy Gilbert screened Cowspiracy in 2014, and that they could be a possible connection. He asked if we had already reached out to the MCAD Student Union for funding. Brock emphasized that screening documentaries might be a more economical or low cost way to foster interest about sustainability and environmental concerns with students. Pam added that screening during lunch hour would be a good idea.
2. **11/29/16** - Rosa introduced issues that had occurred with the Free Shelf, including

donated clothing that had bed bugs, food being left, and the need to discourage electronic recycling. To clarify what the Free Shelf should or should not be used for, Rosa created three new signs to display by the Free Shelf to keep the shelf tidier. Bryan Johnson and staff will continue to maintain the shelf by tossing anything not allowed or if donated items remain on the shelf for a long period of time.

3. **11/29/16** - Heather informed the committee that a scaled down version of the Edible Food Forest Proposal has been completely funded by the Student Union and that the planting should already be in motion for the originally proposed plot where the Student Garden used to reside. Heather will follow up with the student and their volunteers before the end of the semester. **9/13/16** - Heather briefed the committee on the Edible Forest Proposal that is being pursued by an undergraduate student for a site at MCAD and if implementation was possible. Brock highlighted concerns with the proposal such as the cycle of sustained student interest and maintenance. Greg suggested to pursue a way to set it up where it is more or less completely hands off and self-sustaining. The committee discussed investing in perennials and other methods to combat waning student interest as seen in the past with the student garden. Brock discussed maintenance concerns such as clean up, spraying, pruning, etc, which were reiterated by other committee members. There was also discussion of plants to avoid, such as raspberries, and to invest in more pest-resistant plants.
4. **11/29/16** - Rosa briefed committee on the new MCAD Sustainability Social Media accounts on Instagram and Facebook. Pam mentioned getting it on the Intranet and onto the Stu Dent Facebook page.
5. **11/29/16** - Rosa informed the committee that she worked with David and created the signage in the Bistro for the new napkin dispensers featuring our “Bring a Cup, It’s a Buck” slogan. **9/13/16** - Heather introduced David’s inquiry to make signage for new napkin dispensers in the bistro. Brock and Heather discussed utilizing DesignWorks and reaching out the Naomi, an undergraduate who helped create last semester’s compost informational table tents, for the file.
6. **11/29/16** - Steven Candy lead the discussion on progress for a Sustainability Campus Map. DesignWorks is working on three different maps; one for main campus, one for the MFA Building, and one for the larger community. The idea is to create a base map that can be overlaid with different information. The goal is to be done by end of the semester or by January, which will then go onto both MCAD’s Intranet and on the main site. **9/13/16** – For the goal of creating a Sustainability Map for the campus, Tom inquired about the specifics of Macalester’s map, which we are using for reference. Brock talked about certain points and digitizing it for information. Via Greg’s suggestion, the committee reviewed Macalester’s map together on the TV. Steve talked about heading an initiative to update MCAD’s map to include information such as the new MFA building. This map can serve as a base map on which to place sustainability initiatives.
7. **11/29/16** - Sarah Peterson gave a short presentation on her work at Hamline as a Resident Fellow of Sustainability. She is also currently an Adjunct Faculty at MCAD in Media Arts. Her position at Hamline is funded by a 3 year grant in which conditions will

need to be met, such as participation in the AASHE STARS program. They are currently in the process of convincing campus administration STARS is worth doing and why. The plan is to utilize the STARS assessment toward creating a sustainability map alongside current sustainability information and their walking tours. She is also looking at how to integrate data sets into visually appealing ways and to go deep in assignment structures across departments. Campus waste streams and auditing is a challenge due to campus usage from outside events. Already in place at Hamline is access to multiple community gardens and a developing campus gardens and a sustainability tie with social justice and racial justice issues by working with surrounding community. Pam inquired about the argument for participating in the STARS program due to previous interest by MCAD's president, Jay, and how AASHE seems to have become a good tool for institutions. Sarah talked about the complexity of completing the STARS program, and that her understanding is that you don't have to answer every single question in order to get Bronze status. Brock discussed how "the undertaking is almost like an accreditation!" AASHE is a benchmark to see how your campus is doing. Brock inquired about what the student workers, as funded by the grant, are doing at Hamline. Sarah talked about the interview process with students who were interested in sustainability and hiring many to work on projects. Akin to the project-based structure Pam mentioned earlier in the meeting, Hamline provides projects in which students can choose to pursue and participate in. Brock followed up with an inquiry about the types of projects. Sarah listed off a number of examples, including publicizing events (sustainability projects), campus garden, data collection for the AASHE STARS process, and working with the Sustainability Action League Group on campus.

- 12. 9/13/16** - Heather opened up the floor to discuss any sustainability concerns outside of the agenda items. Steve Candy wants to create more visibility for the college on sustainability by including initiatives and utilizing campus journalists to create articles for the main MCAD.edu site.
- 13. 9/13/16** - Tom inquired about any current water conservation initiatives. Brock talked about the water filling station by the Library and its tracking of how many plastic bottles have been saved through use of the station. In order to install additional stations, funds are needed for this investment.
- 14. 9/13/16** – Heather will continue to facilitate interest from other schools wanting to connect in the Twin Cities, as time permits. **4/26/16** – Julie and Heather attended a two-day workshop to learn about student leadership in sustainability at Luther College's Sustainability Leadership Institute. Both GA's applied for this opportunity after a Green Corp member at Macalester emailed Heather about the event. Overall, it was a great opportunity to meet other students involved with sustainability in the Midwest and share ideas. Julie let the committee know that Macalester and other schools want to reach out and connect with schools in the Twin Cities area to bolster our sustainability efforts.
- 15. 9/13/16** – Brock informed the committee that there are still a handful of requirements that the college needs to meet for Tree Campus USA, which is on hold for now. Heather will follow up with Diana Eicher about the plant mapping of the campus. **4/26/16** – Julie updated the committee about the progress of Tree Campus USA requirements. Diana

has been working with students on a campus map of the plants and trees. The application is not due until 12/31/16, but Julie mentioned working with Heather post-graduation if necessary. An Arbor Day Observance activity is required to qualify; however, it does not need to be on Arbor Day. Activity to be planned with possible participation from students at Hamline.

- 16. 9/13/16** – Heather informed the committee about the status of Green Club looking for a new president, so facilitation on behalf of student interests is on hold for now. The student garden was not planted this past Spring, and due to lack of maintenance, is now in a defunct state. **4/26/16** – Heather updated the committee on Green club student interest in expanding the garden. Per Pam’s inquiry on the status of the garden last school year, Julie ensured the committee that there was a full yield and good maintenance by students. Heather talked about student ideas for building a cart for the plants, possibly pushing plans back to Fall, and making a sign for more visibility and responsibility on part of the students. There are also plans to have a Green club led garden activity to get more students involved and informed on how they can help.
- 17. 9/13/16** – As time allows, Heather will continue the monthly round tables to create visibility about sustainability on campus. **4/26/16** – Heather briefly discussed some points from the Sustainability Roundtables held at the college center for visibility and to encourage student participation. Pam and Tom discussed department coordination and Fall survey to include not only students, but faculty and staff. Pam suggested connecting with Housing for further information about students and dorm sustainability.