

SEEAC Meeting Minutes
Tuesday January 21st, 2014
TILT 104

Members Present: Amy Parsons - Vice President of University Operations
Carol Dollard - Facilities Management
Tonie Miyamoto - Housing and Dining Services, Student Affairs
Becca Wren - Facilities Management
Tim Broderick - Housing and Dining Services
Meagan Dechen - STARS Intern
Tony Rappe – College of Natural Sciences, Department of Chemistry
Stacey Baumgarn - Facilities Management
Farrah Bustamante - Procurement Services
Doug Max - Athletics
Jacob Kimiecik - Student Sustainability Center
Sheela Backen - Facilities Management
Dell Rae Ciaravola – Department of Public Relations
Kortny Rolston – Department of Public Relations
Jocelyn Hittle - Denver Operational Initiatives
Kathleen Henry – CSURF
Aaron Fodge – Department of Parking and Transportation
Aleta Weller – School of Global Environmental Sustainability
Andrew Warnock – College of Natural Sciences, Education and Outreach Center
Scot Allen – Office of International Programs

I. Introductions and Appointment of Co-Chairs

- a. Introductions of all present members were made.
- b. Due to their wide reach across campus, Amy Parsons appointed Carol Dollard and Tonie Miyamoto as the new SEEAC Co-Chairs.

II. Discussion of New Meeting Time

- a. The current meeting time of SEEAC will change from 7:30 am. A Doodle will be distributed to arrange another meeting time.
- b. We will arrange for conference call options for future meetings.

III. SEEAC Mission and Process Review

- a. Amy read the SEEAC mission aloud.
 - i. “A primary goal of the committee is to advise the University President, the Provost and Executive Vice President, and all other members of the President's Cabinet on the best methods of integrating energy issues, environmental stewardship, sustainability principles, and community action into campus operations, in the interest of improving efficiency, generating awareness, and being a responsible public organization.”
(<http://www.green.colostate.edu/committee.aspx>)
 - ii. Amy would like to see a revision of this mission to include budgeting requests.
 - iii. Carol shared information collected for SPARC, explaining that the goals of SEEAC have always been modest in scope as to not overwhelm the committee with unobtainable goals. She envisions SEEAC becoming an umbrella organization, connecting all areas of

sustainability at CSU. Carol would like for SEEAC to reach out to other sustainability-focused group to collectively share ideas and information.

- iv. Amy noted that Dr. Tony Frank often looks to SEEAC as the primary sustainable group on campus and seeks the approval and opinion of the committee for sustainable projects and issues at CSU.
- v. Amy also explained that SPARC is the University's Strategic Planning process by which goals and priorities are defined and subsequently funded. SPARC runs on a 3-year cycle and 2014 will see refreshed goals and priorities, which will allot SEEAC an opportunity to review its mission. It is the responsibility of SEEAC to determine whether or not sustainability related issues should be addressed in the individual sections of SPARC or if sustainability should stand alone as its own section.
- vi. Tonie stressed the importance of the upcoming input sessions that are designed to include as many people in the CSU community as possible. Input sessions will give people across campus the chance to discuss all facets of sustainability at CSU, which will drive SEEAC's mission.
- vii. Carol mentioned other changes to SEEAC's process – the inclusion of Earth Week as a campus-wide sustainability initiative, the maintenance of green.colostate.edu with pertinent and relevant information including SEEAC minutes and contacts, and an active presence of SEEAC in AASHE events.

IV. Questions and Answers -

- a. Aaron suggested that SEEAC play a role in the development review of large-scale projects on campus. He feels that having input in project development could give SEEAC the opportunity to weigh in on important sustainability issues affecting campus.
 - i. Amy agreed and thought that it might be helpful for SEEAC to hear from Mike Rush, Campus Architect, about current Program Plans. Program Plans are documents that outline the entire scope and process of construction projects. Program Plans are submitted to the Cabinet and eventually, the Board of Governors for approval.
 - ii. Becca will schedule Steve Hultin, Mike Rush, and Jan Nerger to appear at a future SEEAC meeting to discuss the Biology Building Program Plan.
- b. Aleta asked if by sustainability, SEEAC is mostly referring to sustainability pertaining to University operations.
 - i. Carol answered, no. SEEAC's mission reaches much farther than just the operations portion of sustainability. Carol explained that STARS, a major initiative of SEEAC, assesses three main areas – Academics and Curriculum, Operations, and Administration and Planning. CSU has the highest scores in Academics and Curriculum and Administration and Planning. Moving forward, SEEAC should foster these areas as much as possible to maintain these high scores.
- c. Aaron asked what SEEAC's deliverables to the Board of Governors would consist of.
 - i. Amy answered that the metrics of how SEEAC is evaluated will be determined by SEEAC members themselves. She suggested that SEEAC pinpoint five or six key goals and priorities to measure success.
 - ii. Aaron suggested that the next SEEAC meeting should focus on goal setting.
 - iii. Amy agreed and also encouraged SEEAC to examine the bigger picture of campus-wide sustainability initiatives. Should sustainability stand alone as a SPARC plan or should each SPARC plan reflect a sustainability portion?

- d. Scot asked who the audience of SEEAC is, explaining that he sees international students as a key audience.
 - i. Amy agreed that international students are a huge audience to the SEEAC mission. The majority of international students come to CSU to study business or engineering, both of which could tie into SEEAC and sustainable initiatives.
- e. Stacey commented that it is worth considering that programs like STARS and CAP live within SEEAC. If SEEAC did not house these programs, where would they go?
 - i. Tonie mentioned that in the past, SEEAC would house the larger concepts of these programs but a task force behind the scenes would really drive the progress of each program.
- f. Amy asked if SEEAC had its own website.
 - i. Carol answered no. SEEAC does have a sub-page under green.colostate.edu but it does not have its own website.
 - ii. Tonie commented that this might actually be an advantage – one sustainability site hosting all information related to sustainability. Carol added that it is important to link all of the websites related to sustainability at CSU.
 - iii. Dell Rae asked who the contact is for sending information or news items to be published online.
 - iv. Tonie answered Gretchen Menand is the contact. She has built a good site but needs more direction in how to maintain it with relevant and timely information.
 - v. Amy asked how about much traffic green.colostate.edu receives on average.
 - vi. Tonie said it would be good to review traffic analytics.
 - vii. Amy then mentioned that SEEAC might consider maintaining a Twitter account to give updates and statistics in real-time. Alternatively, SEEAC could potentially send Tweets to the general CSU Twitter account for publishing.
 - viii. Aleta volunteered to post SEEAC information under the SoGES Twitter account if other members thought it would be useful.
 - ix. Carol thought that a bulletin similar to what Jacob sends through SSC could be a powerful communication tool for sharing quick updates.
 - x. Jocelyn asked if maybe a dashboard would be helpful for sharing information about sustainability across campus.
 - xi. Carol worried that information would not change quickly enough for a dashboard interface and therefore might be self-defeating.
 - xii. Meagan added that the Office of Energy and the Environment used to have a dashboard to report on the progress of STARS but it was not used effectively. Instead, she suggested that SEEAC compile digests of sustainable projects and publish them on the University's website to quickly and easily share information.
- g. Aaron asked if SEEAC could identify the other areas of engagement such as campus-wide events.
 - i. Amy emphasized the importance of noting these events and points of engagement to reach a broader audience.
- h. Tonie noted that CSU has progress significantly in the area of sustainability, even without a centralized sustainability officer or a designated sustainability coordinator. The pieces of SEEAC are greater than the whole.

- i. As Megan mentioned, STARS 1.0 gave points to universities having a centralized sustainability office. However, in STARS 2.0, universities having a de-centralized sustainability office (like CSU) can still earn points.

V. Updates in Other Areas

- a. Amy, along with Kathleen, would like to discuss the Todos Santos project in Baja, Mexico at a future SEEAC meeting.
- b. Aleta shared information about Future Earth, a partnership between CU and CSU. Also, SoGES is now accepting proposals for both research teams and resident fellows. The deadline to submit proposals is January 31st, 2014. Aleta is also organizing a dinner series of 20-25 people to discuss opportunities in sustainability at CSU. Please contact her for more information.
- c. Jocelyn is in the midst of hiring a Master Plan team for the redevelopment of the National Western Stock Show Pavilion in Denver. She would like to present more information about this at a future SEEAC meeting.
- d. Meagan still believes we are on track for a Platinum designation from STARS when we submit this year. The STARS 2.0 report will also be used when submitting sustainability reports like Cool Schools and the Sierra Club.
- e. Aaron is organizing a transportation audit with the help of the building proctors, who have been helpful in working with him.
- f. Tim is finalizing the details of this year's RecycleMania competition, which will be Olympic themed. The trash audit is scheduled for March 5th.
- g. Jacob hopes that the Student Sustainability Center will serve as an umbrella for all of the student sustainability organizations. He is looking to create a database or hub of information of campus sustainability metrics. Meagan mentioned that she would find that information helpful as well. Tonie and Carol sought SPARC funding for such projects under "Path to Platinum".
- h. Scot thought it might be helpful for campus-wide sustainability engagement campaigns to come from the top down to fully engage and encourage faculty, staff, and students into participating.
- i. Sheela is prepared for RecycleMania to kick off on February 3rd. The competition will last for 8 weeks. Tonie suggested that RecycleMania be pushed on Twitter.
- j. Doug would like to recruit new students to CSU by showing them information and resources about all of the ventures that the University is pursuing. More education would be helpful to prospective students and even staff members who might not know everything the University is doing.
- k. Amy proposed that SEEAC draft a "Top 10 Things to Know about Sustainability at CSU" which would include athletics, international programs, etc...
- l. The Energy Institute is set to have an Open House in mid-April, which will coincide with Earth Week. Andrew asked if it would be possible to extend Earth Week by a week or so to include the Open House, to which Tonie responded yes. SEEAC might find it worthwhile to take a "field trip" to the new Energy Institute, once construction is complete. Andrew also mentioned that an energy minor is being added to complement the newly added water minor.
- m. Farrah is working with vendors to find green products and is actively using the Preferred Purchasing Policy. However, many department purchases are left at the discretion of the individual department. Amy would like to see green purchasing efforts reflected in the "Top 10 Things to Know about Sustainability at CSU".

- n. Stacey encouraged SEEAC to take advantage of the employee study privilege and take the class “Global Climate Change”. He also mentioned Cary Weiner’s Energy Masters class. Lastly, he mentioned the Colorado Chapter of Sustainability Professionals, which just recently met. If interested in any of the above, please contact Stacey for more information.

VI. Meeting Adjourn

Next Meeting TBD – Look for Doodle with new meeting times/dates