

## University Sustainability Committee – President’s Conference Room

2/18/2016 – 2:00 p.m.

In attendance:

Dr. James Bridgeforth  
Dr. Kim Littlefield  
Alexander Moylan  
Dr. Glen Borchert  
Dr. Douglas Marshall  
Dr. Krista Harrell  
Sara Boccardo

Victor Cohen  
Todd Culp  
Madison Tuttle (Sustainability Council rep)  
Cecelia Martin  
Jerry Purvis  
Kelly Rushing  
Ravi Rajenda (SGA rep)

### **Approval of Minutes from 1/21/2016**

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Before Dr. Bridgeforth began reviewing the meeting’s agenda, he opened the floor to approve last meeting’s minutes.

- Dr. Borchert so moved, Dr. Harrell seconded the motion; the motion was approved unopposed

### **Committee’s Goals for Spring, 2016**

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Dr. Bridgeforth opened with a discussion on his plans for the following months.

- Dr. Bridgeforth believes the committee should focus on the University’s commitment to recycling
  - Specifically, continue development of a University-wide recycling program
    - Every office may not have space for this, but at the very least a paper bin should be placed in each office
    - Faculty and staff should have access to a multi-stream unit in their building
- Dr. Bridgeforth believes additional focus should emphasize recycling paper, something we should be able to accomplish relatively easily
- By May 2018, faculty and staff should have access to recycling bins in buildings
- Committee should plan to ask for one full time (FT) position and one graduate assistant (GA) position to coordinate recycling and other sustainability initiatives (energy, behavior, etc.)
- Primary focus must be on recycling immediately

Dr. Bridgeforth then called for a motion to recognize the committee’s official focus on to recycling for the next 24 months, or until that long-term, sustainable plan is realized, as compared to focusing on several initiatives simultaneously.

- SGA President Rajendra then suggested that the motion be amended to include an emphasis on advertising/marketing
- Dr. Bridgeforth then re-opened the floor for a motion to accept the committee’s official focus, which also includes advertising/marketing
  - Dr. Borchert so moved, Kelly Rushing seconded; the motion was approved unopposed

## **Campus Recycling Proposal**

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Dr. Bridgeforth then went into more detail about a proposal to plan a timeline for the campus to recycle on a larger scale (24 month plan, in 6 month increments), in addition to proposing one FT professional staff member and one GA to support that staff member.

- SGA President Rajendra reiterated his point that the committee should include advertising, education, and advocacy into the long term plans for campus recycling
  - Without advertising, SGA President Rajendra does not believe the committee's initiatives will be sustainable long-term
- Dr. Bridgeforth put forth that in the future advertising, and addressing the means of how the campus will be educated on recycling and other sustainability-driven initiatives, will likely be the responsibility of the FT staff member
- Dr. Littlefield stated that recycling is a great theme, but there are different parts of it
  - The committee may already be structured in a way to include advertising
- Dr. Littlefield also inquired about the committee's financial support
  - Dr. Bridgeforth stated that his goal is to have a budget constructed and passed along for approval during this budget cycle
  - This budget should include estimations and information regarding the FT and GA positions

## **Subcommittees**

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Initially Dr. Bridgeforth proposed the structure for the following three subcommittees: *Recycling Planning*, *Recycling Operations*, and *Staffing*. After some discussion, the structure of these three committees was amended to combine the efforts of *Planning* and *Operations*, which then allowed for the insertion of a subcommittee focused on *Education and Marketing*. ***The original outline of the committee structure as discussed is as follows:***

**Recycling Planning:** (4 people) developing and drafting the recycling plan for 24 months

- Establish the recycling priorities (is it paper, alum, plastic)
  - Do we focus on all offices, on one material, on all materials, etc.?
  - Educating constituents of the building how and what we recycle
- Subcommittee must make their suggestions at the May 19th meeting
- Dr. B has also researched three types of bins for placement around the university, in addition to three for multi-stream bins
- Three buildings will help serve as a pilot program: Administration Building (professional), Shelby Hall (large academic building), and the Communications Building (small academic building)

**Staffing:** (3 people) tasked with creation of full time staff member to oversee recycling/sustainability initiatives with GA.

- This group should research best practices with other universities, salary, title, reporting structure, responsibilities for management
- Construct two position descriptions: one for FT, one for GA
  - Articulate how this FT will interact with this committee
  - Where is this position housed?

**Recycling Operations:** (3 people) tasked with deciding what we recycle and how we recycle it

- Must consider: Who collects recycling? What is the frequency of collection?
- Research other Universities' plans
- Consider coordinating with Ms. Boccardo to determine how University and Goodwill can handle the volume

**The following details the addition of a subcommittee specifically for *Education and Marketing*:**

**Education and Marketing:** (subcommittee size not determined) will be tasked with researching and putting forth ideas regarding the educational component of recycling on USA's campus, in addition to how this behavioral change will be marketed.

Dr. Bridgeforth opened the floor for a motion to approve the following three subcommittees: *Staffing*, the blended *Recycling Planning and Operations*, in addition to *Education and Marketing*.

- SGA President Rajendra so moved, Dr. Harrell seconded the motion; the motion was approved unopposed

### **Subcommittee Structure**

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*Education and Marketing:*

Dr. Borchert (**chair**), Kelly Rushing, SGA representation

*Planning and Operations:*

Mr. Culp (**chair**), Cecilia Martin, Ms. Boccardo, Mr. Cohen

*Staffing:*

Dr. Harrell (**chair**), Dr. Littlefield, Jerry Purvis

### **AASHE Membership**

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Discussion then moved to considering AASHE membership for the University.

- University of Alabama in Huntsville, University of Alabama at Birmingham, Auburn University, and Samford University are members of AASHE
  - Dr. Bridgeforth believes that South should join as well
    - Being a member of AASHE would help regarding assessment when the time comes
    - Membership would provide South with a unique opportunity to become the sustainability flagship of the Gulf South as the first University representing AASHE in the region
    - Membership offers a discount on the Sustainability Tracking, Assessment & Rating System (STARS)
      - Dr. Harrell emphasized the practicality and value of the STARS assessment

Dr. Bridgeforth opened the floor for a motion to approve the committee's pursuit of membership with AASHE for the University of South Alabama.

- SGA President Rajendra so moved, Dr. Borchert seconded the motion; the motion was approved unopposed

## **Closing Remarks**

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Dr. Bridgeforth noted that once 75% of goals related to on-campus recycling are achieved, that the committee would then begin focusing efforts towards additional operations and initiatives.

Ms. Rushing reported that Chris Cannon, Executive Director of Information Technology, is unaware of a policy on recycling computers and wiping hard drives besides what is already known.

- However, Mr. Cannon is not comfortable with the idea of collaborating on a project that involved Information Systems students

Dr. Littlefield asked where the previously discussed and later tabled draft charges will go in regards to the new subcommittee structure.

- Dr. Bridgeforth believed *Operations and Planning* would be appropriate

Ms. Boccardo mentioned that the previously discussed grant proposal was officially submitted to ADEM through Goodwill Easter Seals.

Dr. Bridgeforth mentioned that the fourth place winnings from the PepsiCo Dream Machine fall competition has been directed to the Sustainability Council.

## **Proposals due during the remainder of the semester**

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Planning Ops--Rec May 19

Staffing--April 21

Education--March 17

**Meeting adjourned at 3:03 p.m.**