



KPU Environmental Sustainability Committee

Tuesday, August 13, 2013 @10:30 am
Surrey Main, Room 213

Minutes

Attendees:

Karen Hearn (Co-Chair)
Betty Worobec (Co-Chair)
Heather Harrison
Jeremy McElroy
Marlyn Graziano
Maggie Fung
Paul Richard
Steve Dooley
Saima Zaidi (guest)
Gidget Maguire (minutes)

Regrets:

Richard Hosein
Scott Gowen

1. Approval of Agenda:

- Agenda approved as drafted

2. Approval of Minutes for June 17, 2013 and July 16, 2013:

- Minutes approved as drafted

3. Saima to review her draft report with committee seeking feedback prior to the final document:

- Saima provided an overview of the draft version of the sustainability report she is preparing for this committee.
- She has broken up the report in to 3 sections: Sustainability in Academic Offerings, Buildings & Energy and Operations.
- One of the highlights she shared was identifying that KPU offers 19 degrees and 6 diploma/certificate programs that have an aspect of environmental sustainability as a required learning component.
- The committee asked Saima to add or amend:
 - A section for Recommendations so that they are all in one spot. If she wants to leave them where they are in the report that is fine but to have a rolled up list at the end.
 - A separate section on research.
 - Terms of Reference of the committee to be added as an appendix.
 - Glossary to explain some of the terms.
 - Amend the Acknowledgments to have staff categories and to add Administration as one of them. Committee to assist her with this.
- Saima has asked the Committee to consider the following information when reading the report and get back to her by Monday, August 19th at the latest:

- Structure (heading names, sub headings, organization)
- Content (validity, missing information, terminology)
- Advise Saima if she has missed speaking with someone that the committee thinks she should get input from.
- Acknowledgements section (missing names, categorization of names)
- Awards & Recognition Appendix 2 – if everyone can have a look to make sure we have captured all of the awards & recognition.
- **Maggie** advised she can provide Saima with information on the Thin-client award.
- Saima noted that currently the report does not have a title page or a section for research however they will be added and corrections with spacing and font size will be made.
- **Jeremy** to see if he has any other information on student groups and associations that can be added to the report.
- **Steve** has offered to assist Saima with the introduction section.
- Saima has asked **Paul** to review the future projects section and notify her if he would like the blog link removed.
- It was discussed that this document will be an evergreen document and that it would be a great idea to share this document and have it be a live document (Wiki), on the website. **Saima** has a drafted web page she will send to the committee if they chose to go that route.

4. Confirm Terms of Reference:

- Amendments by Heather and Marlyn were approved by the Committee.
- **Gidget** to accept changes and remove draft and it will be in final form.

5. Plan the official launch of the Committee and associated events:

Ideas for the official launch of the Committee were discussed:

- Formal announcement by President Davis and associated press releases (internal and external):
 - Could have an announcement about the new committee and invite to an open house.
 - Could have separate internal and external announcements. Some ideas:
 - Internal piece to announce what we are doing.
 - External piece to say how KPU is a leader in sustainability etc.
 - Could add how KPU has reduced its greenhouse gas emission
 - Highlight the buildings and what we have done with environmental sustainability
 - We could highlight that KPU offers 19 degrees and 6 diploma/certificate programs that have an aspect of environmental sustainability as a required learning component.
- Committee-led presentations to University Executive, students, Administrative Council, Academic Council, Faculty Councils
- Host an Open House similar to those held in conjunction with the KPU Strategic Plan and Academic Plan.
- Means of presenting the results from Saima's survey and the Committee's short term and long term goals.
 - The announcement can be publishing the report that Saima has prepared.

- The committee discussed starting “KPU Environmental Sustainability Week” the week of October 21st to 25th keeping in line with Campus Sustainability Day across North America which is scheduled October 23, 2013.
 - **Heather** suggested sending an email out to everyone on this event and ask them to advise if/what they plan on doing during the week and we can keep track and make a schedule for the KPU website so everyone can see.
 - It was discussed having President Davis do a short video presentation on Sustainability and it can be played on the TV systems at the campuses.
 - We could have a ride your bike to work event
 - **Heather** advised she could speak with Paul and Anna in the ? group to see if they can help with the administrative part.

6. Future Projects:

- Community garden – Karen advised the Facilities Management Team were brainstorming and came up with an idea for a potential location at the Richmond Campus on the south west side by the old day care area where they could pilot this. A little work would need to be done as there is less than vibrant vegetation that would need to be removed, the fence would need to be replaced.
 - We could enlist the help of the students for this project: the welding students could make the steel framed fence, the carpentry students could make the boxes for the garden cells.
- Jeremy noted that he had about a dozen students that would like to go forward with the composting idea.
- **Betty** to add how to accept proposals to the next committee meeting agenda.

7. Other:

- Jeremy advised the committee that KSA is putting on a contest for sustainability ideas with \$100,000 for implementing their ideas. People will be able to make video submissions. They will have to say why their issue is important, how best to go about it. They will launch it in mid-October accepting applications over the Christmas break and have a panel of judges reviewing them and deciding on the winner(s). **Jeremy** will provide all the details once they have been fleshed out by KSA.
- Jeremy advised that he is presenting at the AASHE conference (30 min sessions), on the Campus Shuttle.

Next Meeting:

- Michelle to schedule the next meeting in 2-3 weeks to discuss 1) accepting proposals, and 2) the Sustainability week/launch.

Meeting adjourned: 11:35 pm